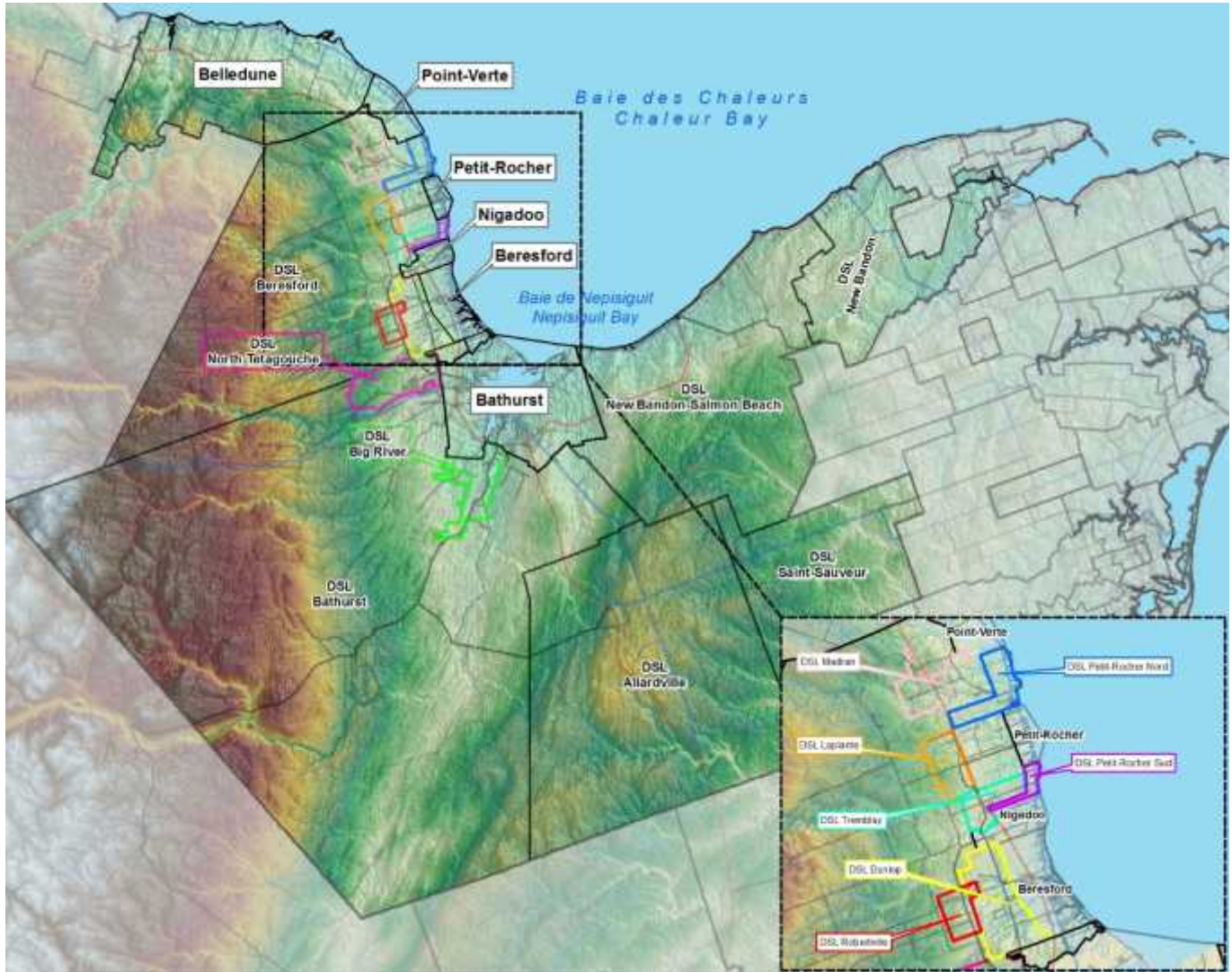


# Commission de services régionaux Chaleur Regional Service Commission



2016 ANNUAL REPORT

---

## THE CHALEUR REGIONAL SERVICE COMMISSION

After 3 years of operation since its creation in January 2013, the Chaleur Regional Service Commission (CRSC) is starting to reap the benefits of its efforts. This report describes the progress of the projects initiated by the CRSC since its inception and highlights, in particular, the successes achieved in 2016.

---

### A WORD FROM THE CHAIRMAN JEAN GUY GRANT



The year 2016 was marked by great achievements. One notable success was the addition of a Tourism Office to the CRSC's structure. This new regional entity will have as a primary role, the development and promotion of the tourism industry of the Chaleur region.

The conversion of biomethane into electricity at the landfill site and regional recreation planning are also important to the CRSC and the work carried out for these projects will be presented in the following pages.

As Chair of the CRSC, I am proud to see the progress of regional projects initiated by the Commission and I believe that we must continue to support other initiatives of this type in the years to come.

I would like to thank the employees of the CRSC who devote themselves into providing quality service to the community on a daily basis. I would also like to thank the members of the Executive Committee for their support throughout the year and the Board Members for their contribution and excellent cooperation. Finally, I wish to thank the provincial and federal elected officials for their support in the advancement of this regional organization.

Happy reading,

*Jean Guy Grant, Chairperson*

---

### REPORT OF THE EXECUTIVE DIRECTOR JOCELYNE HACHEY



Although 2016 was a year of transition with the coming of the municipal elections, the CSRC performed very well with the development of several key projects.

I wish to thank the members of the outgoing Board for committing to the development of the Chaleur region and for passing along a solid structure to

the incoming Directors so they may seamlessly bring the organization to another level.

Regional Tourism, Regional Recreation Planning, Regional Emergency Measures and biogas recovery continue to be priorities for the CRSC.

I am pleased to see that the new members of the Board of Directors, elected in May 2016, have the desire to continue on this same path.

I wish to acknowledge the outstanding work of all the employees. I sincerely thank them for their commitment and professionalism. Their support has further facilitated my daily responsibilities. I would also like to thank the Executive Committee members and the members of the Board for their valuable support throughout the year.

*Jocelyne Hachey, Executive Director*

---

## **MANDATE**

The CRSC is required to provide the following mandatory services:

- Local planning in Local Service Districts (LSD)
- Solid Waste Management
- Regional planning

It also has the power to facilitate and coordinate agreements between communities relative to sharing service and infrastructure costs.

The CRSC also has the authority to extend its mandate as follows:

- Local planning in municipalities
- Collaboration on a regional level where police services are concerned
- Regional planning for emergency measures
- Planning involving regional infrastructures dedicated to recreational, cultural and sports activities, as well as cost sharing for such installations.

---

## **PROFILE OF THE CHALEUR REGION**

The CRSC is composed of 6 municipalities and 4 unincorporated parishes: the cities of Bathurst and Beresford, the villages of Nigadoo, Petit-Rocher, Pointe-Verte and Belledune and the parishes of Beresford, Bathurst, Allardville and New Bandon.

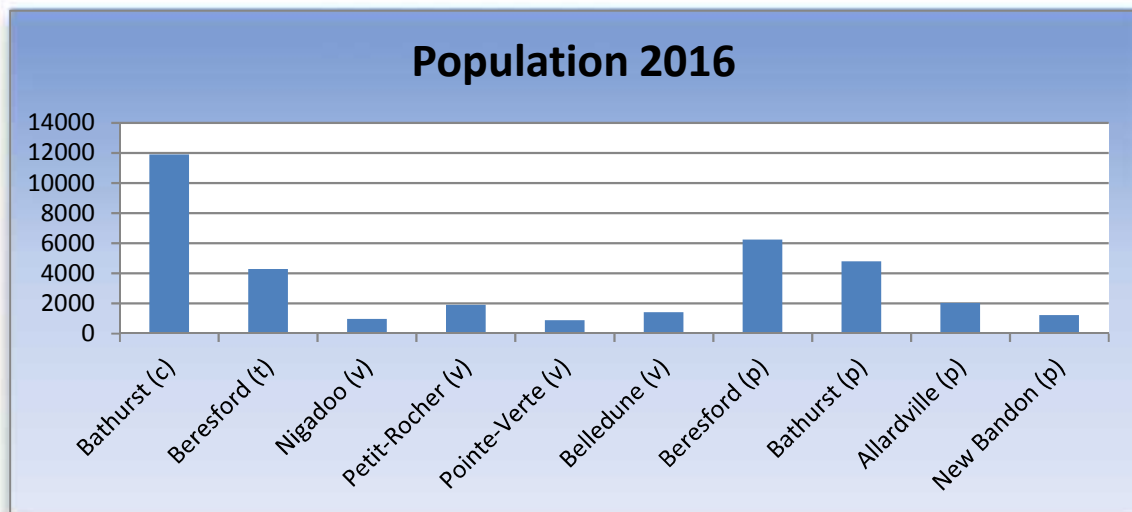
The CRSC serves a population of 35,639 people spread out over 3,300 km<sup>2</sup>: the population density is therefore 11 people per km<sup>2</sup>. In 2011, the population of this area was 36,614 individuals, which means that there has been a decrease in population of 2.7 % over a five-year period. Sixty percent

of the population lives in the 6 municipalities and 40 % lives in the unincorporated regions.

The City of Bathurst, with 33 % of the total population of the CRSC, is the main centre for goods and services. Beresford sits in second place, with 12 %. Beresford Parish, at 18 %, has the highest density of population among the unincorporated areas, followed by Bathurst Parish, at 13 %.

There are 17,932 private dwellings in the CRSC, with an average of 1.98 people per unit.

	Bathurst (c)	Beresford (t)	Nigadoo (v)	Petit-Rocher (v)	Pointe-Verte (v)	Belledune (v)
Population 2016	11897	4288	963	1897	886	1417
Population 2011	12275	4351	952	1908	976	1548
Variation	-3.1%	-1.4%	1.2%	-0.6%	-9.2%	-8.5%
% of regional population	33%	12%	3%	5%	2%	4%
Total private dwellings	6317	2150	437	896	451	883
People in private households	1.9	2.0	2.2	2.1	2.0	1.6
	Beresford (p)	Bathurst (p)	Allardville (p)	New Bandon (p)	Chaleur RSC	
Population 2016	6248	4797	2032	1214	35639	
Population 2011	6354	4979	2081	1190	36614	
Variation	-1.7%	-3.7%	-2.4%	2.0%	-2.7%	
% of regional population	18%	13%	6%	3%	100%	
Total private dwellings	2780	2292	932	794	17932	
People in private households	2.2	2.1	2.2	1.5	2.0	



The median age of the population in Gloucester County is 47.9 years and is higher than the provincial average, which is 43.7. There is considerable disparity in the median age from one community to another, as it varies from 45.2 to 53.2 years. The majority of people in the Chaleur RSC are bilingual, with 61 % stating that they know both official languages and 60 % declaring that French is the language spoken in the home.

	Bathurst (v)	Beresford (v)	Nigadoo (v)	Petit-Rocher (v)	Pointe-Verte (v)	Bellefleur (v)	Total (v)
Âge médian	48.9	46.5	45.2	51.3	51.8	53.2	n/a
<b>Connaissance des langues officielles</b>							
Anglais seulement	30%	7%	3%	1%	1%	75%	24%
Français seulement	7%	20%	29%	31%	40%	2%	14%
Anglais et Français	62%	72%	68%	68%	57%	34%	62%
Ni l'anglais ni le français	0%	0%	0%	0%	0%	0%	0%
<b>Langue parlée à la maison</b>							
Anglais	58%	18%	3%	5%	5%	92%	43%
Français	39%	80%	91%	94%	89%	6%	54%
Langue non officielle	1%	0%	0%	0%	0%	0%	0%
Multiples	3%	2%	3%	1%	2%	1%	2%

	Beresford (p)	Bathurst (p)	Allardville (p)	New Bandon (p)	Total (p)	CSR Chaleur
Âge médian	46.0	47.1	47.0	51.5	n/a	n/a
<b>Connaissance des langues officielles</b>						
Anglais seulement	3%	31%	1%	61%	16%	21%
Français seulement	32%	6%	48%	13%	24%	18%
Anglais et Français	64%	63%	50%	27%	60%	61%
Ni l'anglais ni le français	0%	0%	0%	0%	0%	0%
<b>Langue parlée à la maison</b>						
Anglais	8%	59%	3%	79%	29%	38%
Français	91%	39%	86%	20%	70%	60%
Langue non officielle	0%	0%	0%	0%	0%	0%
Multiples	1%	2%	1%	1%	1%	2%

## CORPORATE AND COLLABORATIVE SERVICES

The head office is composed of the following two employees:

- Jocelyne Hachey, Executive Director
- Carole Roy, assistant to the Executive Director

## 2016 HIGHLIGHTS

### Regional Recreation Planning

In 2015, the CRSC created a Regional Recreation Committee with a mandate to conduct a study to better plan and organize the development of sports and recreation infrastructure and programs in the Chaleur region.

In 2016, this committee oversaw the work of a consultant and a final report will be submitted in 2017. The remaining task of the committee will be to give its recommendations to the Board in order to proceed with an action plan focused on collective management of infrastructures and programs.

### Biogas Recovery Project

Since completing a feasibility study on the use of biomethane at the landfill site in 2014, the CRSC is pursuing its goal of establishing an agreement with NB Power for its imbedded generation project in small-scale community renewable energy production program.

Considerable effort on the part of municipal and provincial elected officials allow us to foresee the implementation of this project in 2017.

### **Regional Emergency Measures Plan**

In addition to the development of a regional plan, the CRSC has focused on coordinating training on the functioning of an Emergency Operations Center for the municipal stakeholders of the Chaleur region. More than a dozen municipal employees participated in this training in Fredericton and obtained certification through the New Brunswick Emergency Measures Organization.

### **Tourism Office**

One of the major achievements in 2016 was the integration of a voluntary service within the CRSC. The process, which began in January, ended in November with a unanimous vote to add a Regional Tourism Office, whose mandate is to promote and develop the tourism industry of the Chaleur region. The CRSC also received \$ 99,650 from the Regional Development Corporation to fund a significant portion of the start-up costs. The CRSC wishes to thank the working committee, presided by the General Manager of the village of Pointe-Verte, Vincent Poirier, for its analysis in the creation a regional structure and for presenting this vision to the community members of the CRSC during the consultation process.

---

## **GOVERNANCE AND ADMINISTRATION**

### Composition of the Board of Directors

The CRSC is composed of the mayors of all six municipalities plus four individuals representing the region's fifteen Local Service Districts (LSD). Representation for the LSDs is based on population and tax base ratios.

Municipal elections were held in May 2016. The following mayors and LSD representatives sat on the board of directors before the elections:

- Stephen Brunet, Mayor of Bathurst
- Paul Losier, Mayor of Beresford
- Gilberte Boudreau, Mayor of Nigadoo
- Luc Desjardins, Mayor of Petit-Rocher
- Normand Doiron, Mayor of Pointe-Verte
- Ron Bourque, Mayor of Belledune
- Normand Plourde, LSD
- Charles Comeau, LSD
- Donald Gauvin, LSD
- George Daley, LSD
- Eric Gauvin, first LSD alternate
- Gilles Bryar, second LSD alternate



The following mayors and LSD representatives sat on the board of directors after the elections:

- Paolo Fongemie, Mayor of Bathurst
- Jean Guy Grant, Mayor of Beresford
- Charles Doucet, Mayor of Nigadoo
- Luc Desjardins, Mayor of Petit-Rocher
- Normand Doiron, Mayor of Pointe-Verte
- Joseph Noel, Mayor of Belledune
- Normand Plourde, LSD
- Charles Comeau, LSD
- Donald Gauvin, LSD
- Gilles Bryar, LSD
- Eric Gauvin, first LSD alternate
- Frank Branch, second LSD alternate



In 2016, the CRSC held 12 public meetings. The agendas and minutes of these meetings are available on the CRSC website at [www.ChaleurRSC.ca](http://www.ChaleurRSC.ca).

---

## COMMITTEES

### Executive Committee – Corporate Services

#### **Members before the elections:**

- Mayor Ron Bourque, Chairperson
- Mayor Paul Losier, Vice-Chairperson
- Mayor Stephen Brunet, 3<sup>rd</sup> director

This Executive Committee met three times in 2016 to discuss the following topics: the renewal of the landfill service agreement with the Peninsula, Restigouche and Miramichi RSCs, the recycling strategy for the institutional, commercial and industrial sectors, the role of the Regional Planning Advisory Committee (RPAC) during public hearings for rezoning requests and the biogas recovery project at the landfill site.

#### **Members after the elections:**

- Mayor Jean Guy Grant, Chairperson
- Mayor Luc Desjardins, Vice-Chairperson
- Mayor Paolo Fongemie, 3<sup>rd</sup> director

The Board of Directors met four times in 2016 to discuss, among other subjects, the establishment of a Tourism Office, an agreement with Société V.I.A. for the sorting of recyclable materials, economic development, the 2017 budget, the biogas project and the need for a generator for the Regional Warming Center located at the Regional K.C. Irving Centre.

### **Finance Committee – Corporate Services**

#### **Members:**

- André Doucet, City Manager, Bathurst
- Marc-André Godin, General Manager, Beresford
- Denise Rousselle, General Manager, Nigadoo
- Mike Roy, General Manager, Petit-Rocher
- Vincent Poirier, General Manager, Pointe-Verte
- David Hughes, Chief Administrative Officer, Belledune
- Denis Bujold, Local Services Manager

The Finance Committee met twice in 2016. The first time to revise the 2015 Audited Financial Statements and the second time to revise the 2017 budget.

### **Technical Committee – Solid Waste Management**

#### **Members:**

- Mayor Paul Losier, Chairman, replaced by LSD representative, Donald Gauvin after the municipal elections
- Charles Doucet, mayor of Nigadoo
- Rhéal Hébert, representative for the public
- Paul Losier, representative for the public; position filled after the municipal elections

The Technical Committee met twice in 2016 to discuss the following topics:

- ) 2016 Infrastructure Work
- ) Frost protection - Cell 13
- ) Flushing and video inspection of leachate pipes
- ) Monitoring wells
- ) Environmental Management Plan
- ) Approval to Operate 2017

### **Regional Recreation Committee – Collaborative Services**

#### **Members:**

- Donald Gauvin, Chairman
- Louizandre Dauphin, Director, Parks, Recreation and Tourism, Bathurst, replaced by Councilor Penny Anderson after the municipal elections
- Bruno Poirier, City Councilor, Beresford
- Jean-Sébastien Roy, Town Councilor, Nigadoo, replaced by Town Councilor Robert Gaudet after the municipal elections



- Luc Desjardins, Mayor, Petit-Rocher
- Michel Haché, Town Councilor, Pointe-Verte, replaced by the General Manager of Pointe-Verte after the municipal elections
- Mario Lapointe, Town Councilor, Belledune, replaced by Town Councilor Sandenn Killoran after the municipal elections
- Clovis Roy, LSD representative
- Mylène Ouellet, sports and recreation specialist
- Marc Arseneau, sports and recreation specialist

The Recreation Committee met five times in 2016. The main topics addressed were the mandate of the study, the collection of data for the evaluation of recreational facilities and infrastructures, the final review of the terms of reference for the public tenders, the selection process for the recommendation of a consultant and the review process of the study.

---

## **PLANNING DEPARTMENT**

### **Planning Department Staff**

The Chaleur RSC Planning Department employs the six following persons:

- Marc Bouffard, Director of Planning
- Carolle Roy, Administrative Assistant
- Yvon Frenette, Development Officer and Building Inspector
- Marcel Doiron, Building Inspector
- Stéphane Doucet, Building Inspector
- Mariette Hachey-Boudreau, Geomatics/Environmental Technician

---

## **SIGNIFICANT EVENTS IN 2016**

### **Rural Plans - Dunlop and Roberville**

The Planning Director went to Fredericton in order to meet with his counterpart, from the Department of Environment and Local Government (DELG) Planning Division, to review the rural plan and bring forth certain modifications proposed by the province. A meeting was also held with the committee to review and validate the proposed changes. The citizens were invited to an open house session on October 26. The planning department met with approximately 60 citizens to discuss the proposed plan. Some modifications were brought to the plan based on suggestions received at the open house. The plan is scheduled to be adopted in the spring of 2017.

## **Regional Planning**

On January 21, the Executive Director and the Planning Director attended a meeting organized by the Department of Environment and Local Government concerning regional planning. All RSCs were invited to this meeting. The content, the implementation and the costs associated with the preparation of regional plans were discussed. At the request of the Executive Director, the Planning Director made a presentation to the RSC Board of Directors on regional planning.

## **Worksafe NB**

The Planning Department has organized a meeting with Worksafe NB in order to review the standards required by the inspectors during inspections on construction sites. The City of Bathurst Planning Services and neighboring RSCs have been invited.

## **CPR Training**

CPR training was held in the CRSC office. The use of the automated external defibrillators (AED) was taught. Two CRSC employees took part along with other employees from organizations in the Madisco Complex. It would be appropriate for the Madisco Complex to have an AED.

## **Continuing Education**

In January 2016, Yvon Frenette and Marcel Doiron attended a training session on section 9.36 of the National Building Code, which deals with standards for minimum energy efficiency levels.

The Planning Director and the Development Officer attended a training workshop run by Esq. André Daigle on the Right to Information and Protection of Privacy Act.

Stéphane Doucet finished the training for Level 1 and is now qualified and certified Level 1 by the New Brunswick Building Officials Association (NBBOA).

## **Geomatics**

GIS technician assisted the staff involved with Emergency Measures by preparing maps and inventory related to infrastructure, properties at risk and properties requiring special attention, i.e. nursing homes.

The Planning Department received a request from the Nepisiguit Mi'kmaq Trail and from Chaleur Green Trail, requesting assistance in mapping the trails. Our department will provide technical support and equipment (GPS) for collecting data and will also help analyze and map the data.

### **Urban Reserves in Big River**

The Planning Director studied the concept of the urban reserves across Canada in order to give an answer from our RSC office at the Metepenagiag Mi'kmaq First Nation request to build an urban reserve on the former site of the Big River commercial center. This same site asked for a rezoning last year to install a bulk plant and card lock fuel distributor.

### **Human Resources Training**

The Executive Director, the Solid Waste Management Director and the Planning Director attended a workshop offered by Chartered Professionals in Human Resources (CPHR) on the importance of performance appraisals.

### **Climate Change Adaptation Plan**

Our commission has asked for an environment trust fund to be able to develop a climate change adaptation plan. To the best of our knowledge, if this project is accepted, it will be the first time that such an adaptation plan would be at a regional level. Up until now, the majority of plans and studies have been accepted at a local level like the City of Bathurst.

### **Dangerous and Unsightly Premises**

The Planning Director helped the villages of Belledune and Pointe-Verte in enforcing their by-laws on dangerous and unsightly premises. These measures took place with the demolition of 4 dilapidated buildings (1 in Belledune and 3 in Pointe-Verte) and cleaning-up of unsightly land in Pointe-Verte. The minister of Finance reimbursed the municipalities for the total amount of cost incurred. In two other cases, one in Belledune and the other in Pointe-Verte, the owner, which was the province, complied with the demolition notice.

### **Planning Directors meeting**

The Planning Directors of RSC met mid-February. Mr. Rob English was present to discuss the proposed Agricultural Land use policy in preparation. Mr. Norm Coté of the Department of Transportation and Infrastructure also made a presentation about the new standards proposed for the new design and construction of subdivision streets in the unincorporated areas. One of the major changes concerns the width of the right-of way streets that is increased from 20 meters to 24 meters and the design of ditches. The new standards should have initially come into force on April 1, 2016. The minister of Transportation and Infrastructure (DTI) is presently in discussion with the storm water management staff of the Department of Environment and Local Government (DELG). The two departments want to incorporate new drainage mitigation best practices into proposed standards. If adopted, the new standards will have an impact on the design and construction of new subdivision streets in LSD's and municipalities where these new standards would be applicable in the construction of their own in their municipal streets. Given the fact that many municipalities of the province also use the standards of DTI for their subdivision street, they

will have to decide if they want to adopt these new standards or keep the old ones. This file is still ongoing.

Following comments made in the context of rezoning in our RSC, the Department of Environment and Local Government now intends to consult with First Nations on any proposed rezoning in the LSDs. The Province may extend this requirement to municipalities as well.

Discussions are currently taking place between Development Officers to create their own association. This networking will facilitate training, preparation of guidelines, consistency in decision-making, etc. The establishment of this association could coincide with the proclamation of the new Community Planning Act proposed for 2017.

To help the province to modernize the Community Planning Act, the Planning Association of New Brunswick, in collaboration with Planning Directors of the province, received funding through the Environmental Trust Fund for a study. The report was published in February and can be forwarded to anyone who asks. This report can be a useful tool for anyone wishing to learn more about regional planning and provincial planning policies across Canada.

The directors were also informed that the New Brunswick Building Officials Association (NBBOA) and CCNB are working on the French translation of the 9 course modules used in the training program for building inspectors.

The directors also met with Mrs. Nancy McKay and Mr. Raymond Beshro of CN to discuss developments near railways. In 2013, the Federation of Canadian Municipalities (FCM) and the Railway Association of Canada (RAC) published guidelines for new developments near railway operations. Some cities, including Montreal, have adopted the guidelines in their development plans. It is possible that our RSC abounds in the same direction in preparing its regional plan. Several aspects are covered in these guidelines such as setbacks, the mitigation of noise and vibration, barriers and safety fences, etc.

The Planning Director attended the Directors meeting that was held in Saint Andrews in October. The project of creating a provincial association for the Development officers was discussed. The RSC Development Officer attended this meeting also. The Planning Department met with M. Peter McLaughlin where he explained the changes brought to the Surface Water Management Program and the requests on Watercourse and Wetland Alteration Permit modified permits available on-line. The city of Saint John presented to us the new single-window service model and approval of development project. Three Planning Directors including the Chaleur RSC have been asked to train a working group on Dangerous and Unightly Premises. The RSC role in the rezoning procedure in the LSD has also been discussed. The lengthy delays that the appeal board takes in regard to the decisions have been discussed. Some commissions are still waiting for a decision a year after of the hearing.

## **Regional Recreational Planning**

The Planning Department spent many hours on the realization of this project. Firstly, a Request for Proposals (RFP) model was developed. This model may now be used for the purchase of other professional service requests. Secondly, the Planning Department has begun the inventory of the sport and recreational facilities within the Chaleur Region. A database has been developed for that purpose.

## **On-site Sewage Disposal System**

Since February 1<sup>st</sup>, the Department of Public Safety is responsible for licensing, application reviews, lot assessments and inspection activities of on-site sewage disposal systems. In the past, this responsibility was performed by the Health Department. This transfer of responsibility aims at centralizing all conservation, inspection and enforcement functions in one department.

---

## **REGIONAL PLANNING ADVISORY COMMITTEE (RPAC)**

### **The RPAC**

The CRSC delegated some advisory and decision-making powers to the Regional Planning Advisory Committee (RPAC) under the provisions of the Community Planning Act. This sub-committee of the CRSC is composed of 7 members representing the municipalities and 2 members to represent all the Local Service Districts (LSD) whose planning services are provided by the CRSC. None of the RPAC members are elected. Each municipality was asked to recommend one of its citizens to sit on the RPAC. The Director of Capacity Building and Local Services did the same thing for the two LSD representatives, each of whom is responsible for the territory on one side of Middle River.

RPAC members are appointed by the CRSC for a 4-year term.

### **Members:**

- Alain Gauvin, Beresford, mandate – December 2019
- Elmer Roach, Nigadoo (replaced), mandate – December 2017
- Jean-Louis Arseneau, Nigadoo (nominated November 2016) mandate December 2017
- Patrick Mallet, Petit-Rocher, mandate – December 2019
- Rachelle Boudreau, Pointe-Verte (replaced), mandate – December 2017
- Paul Desjardins, Pointe-Verte (nominated September 2016), mandate – December 2017
- Elizabeth Lanteigne, Belledune, mandate – December 2017
- Lévis Roy, Unincorporated areas south-east of Middle River, mandate – December 2017
- Jeannot Gionet, Unincorporated areas north of Middle River, mandate – December 2019

The representative of Pointe-Verte on the RPAC has resigned. The village was asked to find a replacement. The village has published a notice in its municipal paper inviting those interested to submit their application. Mr. Paul Desjardins replaced Mrs. Rachelle Boudreau in the month of September.

The representative of Nigadoo, Mr. Elmer Roach, has also given his resignation and has been replaced by Mr. Jean-Louis Arseneau in the month of November.

The Chaleur Regional Service Commission wishes to take this opportunity to thank Mrs. Rachelle Boudreau and Mr. Elmer Roach for their dedication and for the many years during which they served on the planning board of the Belledune District Planning Commission and the Chaleur Regional Service Commission.

### **RPAC Executive**

The RPAC executive is appointed by its members. Mr. Patrick Mallet is chairman and Mr. Lévis Roy, vice-chairman.

### **Regular Monthly Meetings**

The RPAC held 11 regular monthly meetings in 2016, during which 43 applications from private citizens were assessed. See Table C in Annex B.

The committee also studied and sent five recommendations dealing with amendments to a zoning plan or by-law and the location of streets and land designated for public use.

### **Applications for Zoning Amendments**

#### Travel Trailer in Pointe-Verte

The Village of Pointe-Verte amended its rural plan to increase the number of travel trailers permitted throughout the village. It is now permitted to have 5 travel trailers on land alongside the coast, whether or not the land is vacant and regardless of its size. The clearance margins between the RVs on the same lot, in relation with the limits of the lot and in relation with the beach have also been softened.

#### Rezoning in North Tetagouche

The Planning Department provided assistance to the Department of Environment and local government in the rezoning of the property of ARMM Holding in Ste-Anne. The purpose of the rezoning is to allow the development of a warehouse and corporate office. The by-law was approved by the minister on March 15, 2016, and came into force on April 7, 2016.

### Rezoning in Big River

The Planning Department assisted the Department of Environment and Local Government in the rezoning of the property of G.M. & H. Holdings à Big River. The purpose of the rezoning is to permit the development of a bulk plant and card lock and install bulk petroleum products. The by-law was approved by the minister on May 10, 2016, and came into force May 25, 2016. Citizens were preoccupied by the environmental impact of this project and complained of lack of consultation and information.

In the month of October, the Chaleur RSC was advised by the Metepenagiag Mi'kmaq First Nation that a request was made to the Aboriginal Affairs and Northern Development Canada to convert the land of 30.25 acres into an urban reserve.

### Rezoning on rue de la Baie in Beresford

Amendments were brought to the conditions attached to the 2015 Jean-Guy & Camilia Boudreau rezoning to add a unit on the multi-family dwelling on rue de la Baie in Beresford.

### Rezoning on Principal Street in Beresford

The Planning Department assisted the Town of Beresford on amending its municipal plan and zoning by-law in order to allow commercial development in the Robert Basque residential complex.

### Rezoning concerning Recreational Vehicles in Beresford

At the request of the Town of Beresford, the Planning Department revised the zoning regulation related to recreational vehicles along the coast. The new regulation will be in place by next summer. The land annexed to the town earlier this year will also be subject to this zoning modification.

### Rezoning of Arseneau Fish Market in Nigadoo

The Planning Department assisted the Town of Nigadoo on amending its rural plan in order to build a cold storage for Arseneau Fish Market. This project has received numerous objections and the municipality asked for a study on the impacts of noise. The rezoning has not been yet concluded because of the time limits specified by law.

### Pavillons-Jardins in Petit-Rocher

The Planning Department has drafted an amendment to the Village of Petit-Rocher's rural plan in order to regulate the development of the Pavillons-Jardins in the village.

### **Assessment and Planning Appeal Board**

The Planning Appeal Board rendered its decision regarding a property owner who wanted to keep a horse as a domestic animal in a residential area in Dunlop. The Planning Department issued an order against this development. The Appeal Board ruled in favor of the Planning Department.

### **Construction Activities**

The Planning Department issued a total of 570 building permits in 2016, for a total value of \$ 17,808,870, of which \$ 9,938,900 was in the municipalities and \$ 7,972,970 was in the unincorporated regions, as shown in Figure A in Annex B. The number of permits issued by the Planning Department is 4.0 % lower than the preceding year, and the total value 1.0 % less.

There was a significant decrease in residential construction, approximately 32 % in a number of single-family homes built in 2015. In 2016, 21 new single-family homes were built on the territory served by the CRSC Planning Department: 5 units in the municipalities and 16 in the LSDs. There were also 8 mini-homes or mobile homes, 7 new cottage units and 1 two-unit dwelling. Lastly, 8 multiple-unit dwellings were built, 5 in Beresford and 2 in Petit-Rocher. The decrease in single-family dwellings is balanced by the increase in the number of two-family and multi-unit dwellings. These developments in the housing market reflect the demographic changes of an aging population that is looking for smaller, easily accessible housing. Figure B in Annex B shows the number of residential constructions since 2008.

A total of 27 permits were issued for work in the commercial sector, with investments totaling nearly \$ 1,062,100. Three industrial permits were issued for a total value of \$ 1,095,000. Nineteen permits were issued in the institutional sector, for a total value of \$ 1,635,200.

### **Subdivision Activities**

The number of subdivision plans and lots created remained relatively stable in 2016. The Planning Department approved a total of 33 subdivision plans, creating 35 building lots and 10 parcels. Since 2007, the Planning Department has approved a total of 508 plans, creating 626 lots.

The Planning Department has also approved a number of conveyances, right of ways, easements and survey plans. Figure C and Table B in Annex B show the evolution, since 2007, of the total number of subdivision plans approved in the municipalities as compared to the unincorporated regions.



## SOLID WASTE MANAGEMENT

### LANDFILL SITE

The majority of the Solid Waste Management Services are related to operating the landfill. In fact, waste management accounts for more than 85 % of the CRSC's activities.

#### Quantities of Waste Managed at the Landfill Site

In 2016, 80,107 metric tons of waste (80,413 t in 2015) was buried in the landfill, 19,902 tons of which originated in the Chaleur region. An additional 11,559 metric tons of construction, renovation and demolition debris (CRD) was added to this (11,746 t in 2015), 7,265 of which came from the Chaleur region. We also treated 1,298 metric tons of sewage sludge (1,546 t in 2015) from the City of Bathurst sewage treatment plant. This means that in 2016, the technical landfill operations team managed 92,964 metric tons of waste, a decrease of 741 tons from 2015.



Photo - Landfilling activities

---

## TIPPING FEES

For the Chaleur region, tipping fees were as follows in 2016:

- ) Recyclables - \$ 54/t
- ) Waste to be buried - \$ 65.00/t, of which \$ 13.00/t went to waste diversion services
- ) CRD - \$ 30/t, of which \$ 2/t went to waste diversion services

Please note that no tipping fee is charged to citizens for bringing in household hazardous waste and electronic waste.

Also, the tipping fee for landfill waste from other regions is the same as our local administrations: \$ 52.00/t.

---

## SERVICES OFFERED TO NEIGHBOURING REGIONS

We have been offering waste disposal services to our three neighbouring regions since 1995. These are:

- ) Restigouche Regional Service Commission (RRSC)
- ) Commission de services régionaux de la Péninsule acadienne (CSRPA)
- ) Greater Miramichi Regional Service Commission (GMRSC)

The 20-year agreement, which was initially signed in 1995, was renewed for another twenty year by the four partners on May 26, 2016.

---

## CAPITAL INVESTMENTS

To ensure the ongoing efficiency of Solid Waste Management activities and operations at the Red Pine landfill site, the CRSC made some capital investments.

### **Landfill-related infrastructure**

As with every year, in 2016 the Solid Waste Management Service commissioned the development and maintenance of the infrastructure used for the technical landfilling of waste.

The 2016 Infrastructure Work included, but was not limited to, the construction of cell # 13, the capping of part of cell # 12, the construction of trunk lines for leachate, biogas and stormwater, as well as the construction of an additional water outlet. Furthermore, clearing and grubbing of the area of future cell # 14 was carried out. The 2016 Infrastructure Contract was awarded to St-Isidore Asphalte Ltd.



Photo – 2016 Infrastructure Work – Cell # 13



Photo – 2016 Infrastructure Work – Installation of Trunk Lines

---

## PLANNING

Waste management planning is not only done at the regional level, but also at the provincial level. The CRSC's Executive Director participates in the activities of a committee created in collaboration with other regional service commissions and the NB Department of Environment and Local Government. In 2015, this committee retained the services of Stantec to develop a provincial waste management strategy, including a waste diversion plan for waste disposal. As part of this study, Stantec conducted a thorough and unbiased review of the current waste management situation in the province and developed a 5, 10 and 15 year action plan for the future. A draft of the results of this study was presented to the Committee in 2016. The final report will be submitted in 2017.

## WASTE MANAGEMENT

Environmental protection has been at the heart of our operations since 1987. Having started a green shift in 2008, we are intensifying our efforts to be present in our community and to offer high quality services.

## DOOR-TO-DOOR COLLECTION OF RECYCLABLES

Recyclable materials from the Chaleur and the Greater Miramichi areas are received at the CRSC's transshipment building at the Red Pine landfill site in Allardville. Currently, recyclable materials collected in the territories of CRSC and GMRSC are sent to a sorting center in Rivière-du-Loup, Quebec. This sorting center is managed by the Société V.I.A.



Photo - Transshipment of recyclable materials

Table 1 – Quantities of recyclable materials received at the Red Pine site since 2013

Region	Recyclable Materials (t)			
	2013	2014	2015	2016
Chaleur	631	924	1 791	1 769
Greater Miramichi	-	-	730	1 688
<b>Total</b>	<b>631</b>	<b>924</b>	<b>2 521</b>	<b>3 457</b>

Table 2 - Quantities of waste and proportion of recyclable materials collected along the roadside within the Chaleur Region

	Recyclables (t)	Waste (t)	Total (t)	M. Recyclables (%)
Bathurst	534	2 713	3 247	16,4
Belledune	70	479	549	12,8
Beresford	219	1 202	1 421	15,4
Nigadoo	54	294	348	15,5
Petit-Rocher	127	643	770	16,5
Pointe-Verte	50	314	364	13,7
C1 - Dunlop to Free Grant	165	840	1 005	16,4
C2 - North Tetagouche to Rio Grande	133	718	851	15,6
C3 - Madran to Tremblay	110	820	930	11,8
C4 - Big River to Goodwin Mill	102	480	582	17,5
C5 - Allardville to Saint-Sauveur	86	473	559	15,4
C6 - Salmon Beach to Pokeshaw	50	268	318	15,7
<b>Chaleur Region</b>	<b>1 700</b>	<b>9 244</b>	<b>10 944</b>	<b>15,5</b>

## NEW BRUNSWICK ENVIRONMENTAL TRUST FUND

On May 11, 2016, Mr. Brian Kenny, Minister of the NB Department of Environment and Local Government, announced the projects funded by the 2016-2017 Environmental Trust Fund. The CRSC received funding for three projects:

- ) Eco-healthy Lunch Box - \$ 8,000;
- ) Public awareness of sustainable waste management - \$ 30,000;
- ) Institutional, commercial and industrial sector (ICI) awareness of sustainable waste management - \$ 30,000.

The "Eco-healthy Lunch Box" project is an initiative developed in partnership with the Vitalité Health Network and the Francophone and Anglophone school districts of the region. The main objective of this project is to make students aware of the importance of protecting our environment by reducing the amount of waste sent to the landfill.

As part of the "Public awareness of sustainable waste management" project, several activities took place in 2016. The CRSC participated in the Beresford Regional Commercial and Industrial Exposition, and facilitated workshops on composting and workshops in schools. In addition, in October 2016, the CRSC launched the mobile and web application "Chaleur ReCollect".

The project "Institutional, commercial and industrial sector (ICI) awareness of sustainable waste management" aims at facilitating and stimulating the recovery of recyclable materials in public places and those resulting from the activities of institutions, businesses and industries. An awareness-raising campaign to develop the recycling program for this sector was implemented in March 2016. In addition, through this project, the CRSC is coordinating the collection of recyclable materials from all schools in the region.

---

## **COMMUNICATION, INCREASED AWARENESS, MOBILIZATION, PARTICIPATION, BEHAVIOUR MODIFICATION**

For several years, we have placed more importance on communications with our citizens. We are present in our communities through various means in order to better understand the apprehensions that some may have with changes and to explain the relevance of our approaches.

### **Local and Municipal Governments**

In 2016, we hosted presentations on the collection of recyclable materials from the ICI sector during regular public sessions of municipalities. The presentations took place on the following dates:

- ) 2016-08-16 City of Bathurst
- ) 2016-08-22 Village of Nigadoo
- ) 2016-08-29 Village of Pointe-Verte
- ) 2016-09-12 City of Beresford
- ) 2016-09-19 Village of Belledune
- ) 2016-09-26 Village of Petit-Rocher

A presentation for representatives of local service districts was held on September 14, 2016.

### **Composting Workshops**

Workshops on composting and digestion of organic matter were held on the following dates:

- ) 2016-04-18 Commission de l'environnement de Tracadie
- ) 2016-06-04 North Tetagouche Community Center
- ) 2016-06-25 Beresford ÉcoMarché
- ) 2016-07-12 Sobey's Community Room
- ) 2016-07-21 Nigadoo's Community Hall
- ) 2016-10-17 Bathurst City Hall

### **In-school Workshops**

In 2016, we hosted 19 activities with groups from our schools. A total of 651 students participated in these activities. Our activities with school groups represent only a small part of the public events we take part in.

### **Other Public Events**

In addition to public information sessions and workshops, we participated in a number of other public events. We had a booth at the Beresford Regional Commercial and Industrial Exposition, as well as at the Bathurst Hospitality Days Health and Wellness Exhibition.



Photo – The CRSC's booth at the Beresford Regional Commercial and Industrial Exposition – April 29 to May 1, 2016.

---

## **OTHER WASTE DIVERSION SERVICES**

Our communications have had an impact on all of our waste diversion services, particularly the participation rates of our citizens in our household hazardous waste and electronic waste collection.

### **Collection of household hazardous waste and electronic waste**

In 2016, as in previous years, we held six collections in our communities: three in the spring and three in the fall. We also extended our hazardous waste and electronic waste collection services to the Greater Miramichi and Restigouche areas. Our collections took place at the following locations:

- ) 2016-04-30 Belledune - 71 participants
- ) 2016-05-07 Beresford - 387 participants
- ) 2016-05-14 Bathurst - 410 participants
- ) 2016-06-04 Miramichi et Doaktown - 580 participants
- ) 2016-09-10 Campbellton - 298 participants
- ) 2016-09-11 Dalhousie - 258 participants
- ) 2016-10-01 Miramichi - 460 participants
- ) 2016-10-15 Allardville - 80 participants
- ) 2016-10-22 Nigadoo - 227 participants
- ) 2016-10-29 Bathurst - 590 participants

### **Collection of batteries and compact fluorescent bulbs**

Our awareness-raising efforts had an impact on all our waste diversion services, not just on the recovery of recyclable materials. More and more of our citizens are making use of our battery collection and compact fluorescent bulb containers, and this shows in the quantities collected in 2016.

---

## **HUMAN RESOURCES**

Despite a few issues, labor relations between unionized employees and management representatives are friendly and harmonious. We are proud of the work accomplished in 2016 and sincerely thank all our employees for their effort and commitment in the delivery of our services.

---

## **LIST OF EMPLOYEES**

### **Stéphanie Doucet-Landry, Director**

### **Dayna Carroll, Administrative Manager**

Claudia Gionet, Secretary  
 Jacqueline Raïche, Scale Operator  
 Jacques D. Chiasson, Watchman  
 Jimmy Lee Mazerolle, Watchman  
 Stéphanie Robichaud, Watchman

### **Yanick Sirois, Environment Manager**

Yvon Richard, Environmental Technologist

### **Robert Boulay, Operations Manager**

André Plourde, Operations Supervisor  
 Sylvain Parisé, In charge of Maintenance  
 Éric Doucet, Heavy Equipment Operator  
 Conrad Larocque, Heavy Equipment Operator

Bruno LeBouthillier, Heavy Equipment Operator

Norbert Gionet, Operations Attendant  
 Michel Hachey, Operations Attendant  
 Martin Noël, Operations Attendant  
 Irénée Didier Plourde, Operations Attendant  
 Serge Plourde, Operations Attendant  
 Stéphanie Richard, Operations Attendant/Scale Operator

Bernard Guignard, Seasonal  
 Marc-André Plourde, Casual  
 Denis Comeau, Casual  
 Éric Doiron, Casual



ANNEX A

ORGANIZATIONAL STRUCTURE

**Conseil d'administration / Board of Directors**  
 Maire/Mayor, City of Bathurst  
 Maire/Mayor, Beresford  
 Maire/Mayor, Nigadoo  
 Maire/Mayor, Petit-Rocher  
 Maire/Mayor, Village de Pointe-Verte  
 Maire/Mayor, Belledune  
 4 représentants des DSL/4 LSD representatives

**Bureau de direction**  
 Executive Committee

**Comité de soutien et de surveillance**  
 Support and Oversight Committee

**Direction générale**  
 Executive Director

**Collaboration en matière de forces policières**  
 Regional policing collaboration

**Planification des infrastructures régionales de loisirs, de culture et de sport**  
 Regional sport, recreational and cultural infrastructure planning

**Collaboration en matière de mesures d'urgence régionale**  
 Regional emergency measures collaboration

**CCRU – Comité consultatif régional en matière d'urbanisme**  
 RPAC – Regional Planning Advisory Committee

**Directeur du service de planification locale**  
 Director of Local Planning Services

**Directeur de l'office du tourisme**  
 /Director of Tourism Office

**Comité consultatif de l'office de tourisme**  
 Tourism Office Advisory Committee

**Directeur du service de gestion des déchets solides**  
 Director of Solid Waste Management Services

**Comité technique**  
 Technical Committee

**Adjointe administrative - Adjointe à la direction**  
 Administrative Assistant - Executive Assistant

**Agent d'aménagement**  
 Development Officer

**Inspecteurs de bâtiments**  
 Building Inspectors

**Technicienne en géomatique**  
 GIS Technician

**Gestionnaire à l'administration**  
 Administrative Manager

**Gestionnaire des opérations**  
 Operations Manager

**Gestionnaire en l'environnement**  
 Environment Manager

**Secrétaire - Réceptionniste**  
 Secretary - Receptionist

**Opératrice pesée**  
 Scale Operator

**Gardiens - Concierges**  
 Watchmen - Janitors

**Superviseur**  
 Supervisor

**Technologue en environnement**  
 Environmental Technologist

**Entretien - Maintenance**

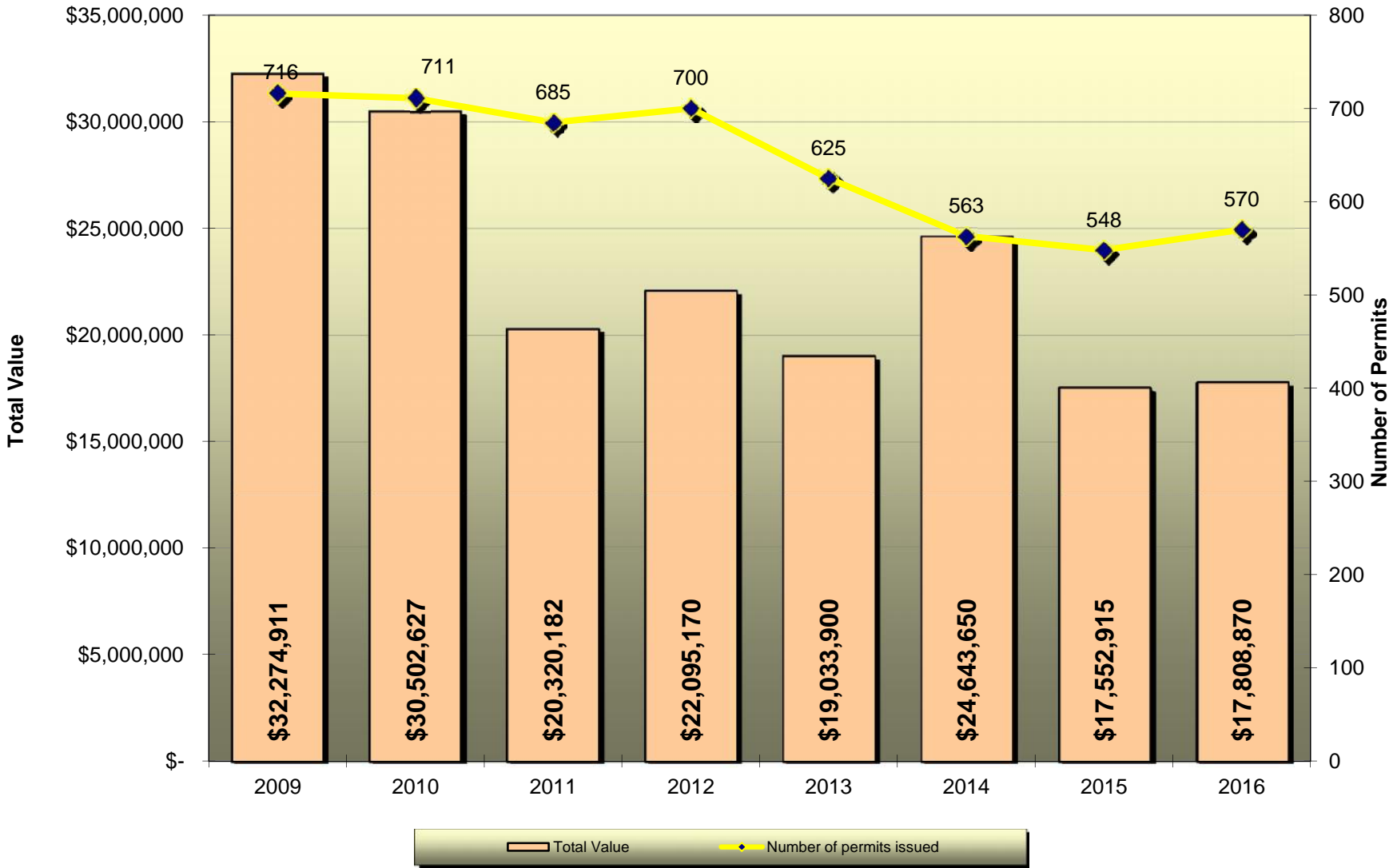
**Préposés - opération & entretien**  
 Operation & Maintenance Attendants

**Opérateurs de machinerie**  
 Equipment Operators

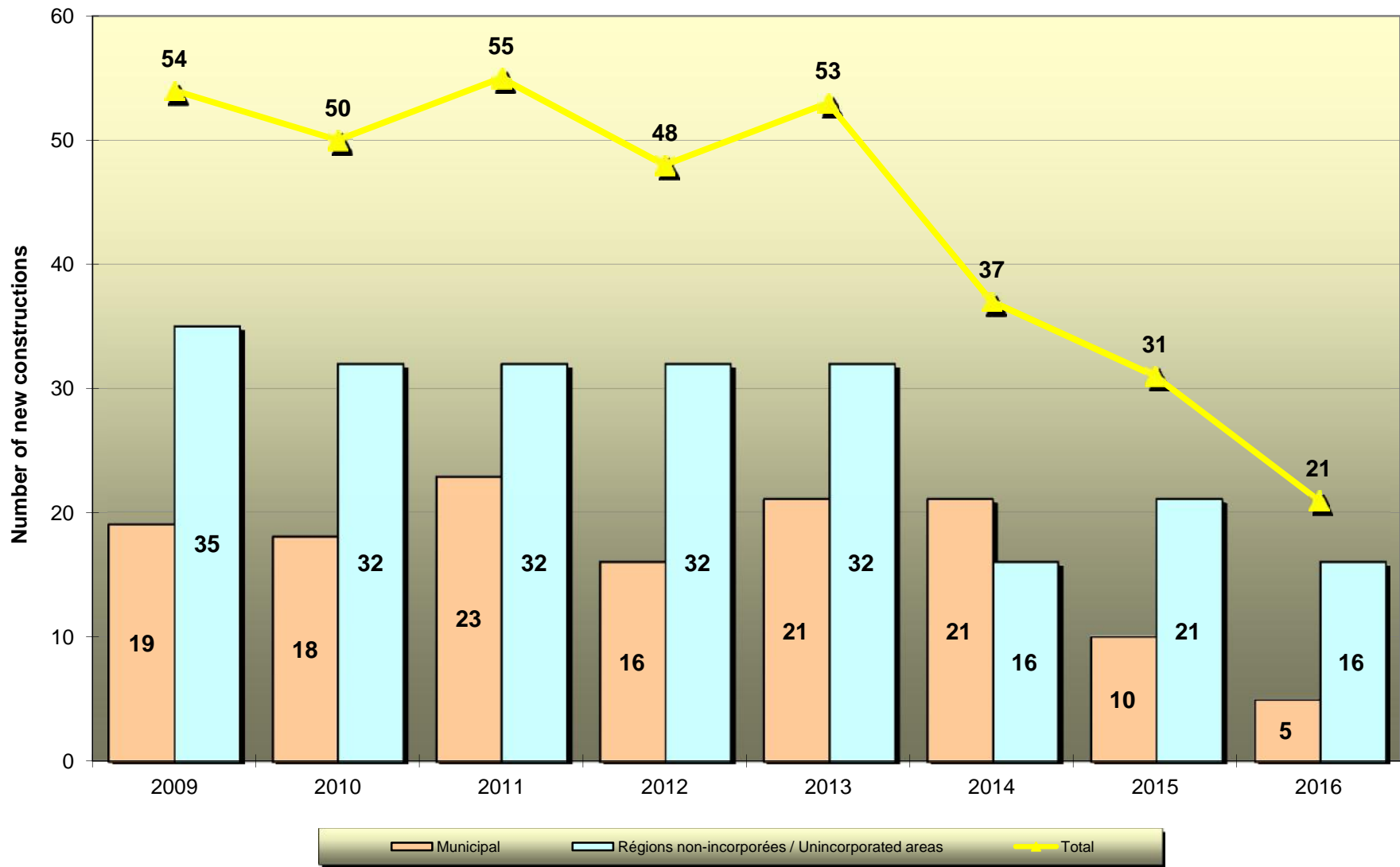
**ANNEX B**

**PLANNING DEPARTMENT STATISTICS**

**FIGURE A**  
**BUILDING PERMITS- 2009 TO 2016**



**FIGURE B  
RESIDENTIAL CONSTRUCTION - 2009 TO 2016**



**FIGURE C**  
**SUBDIVISION ACTIVITY - 2009 TO 2016**

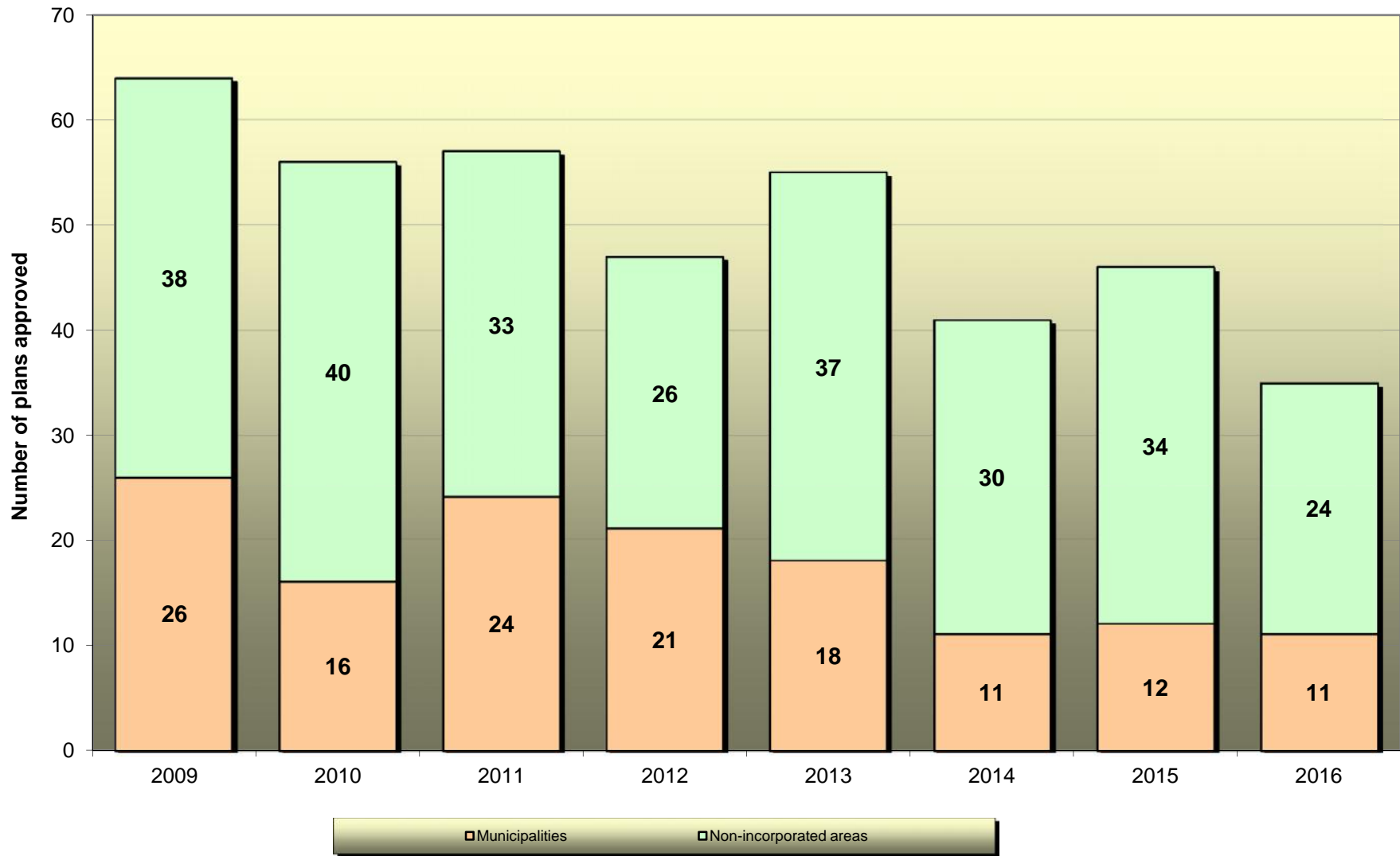


Tableau A (page 1)

Table A

## MUNICIPALITE - MUNICIPALITY

		Belledune		Beresford		Nigadoo		Petit Rocher		Pointe Verte		Total municipal	
		no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)
Maison mobile Mobile home	Nouvelle - New	0	0	0	0	0	0	0	0	0	0	0	0
	Renovation	1	1 800	5	21 300	0	0	2	1 000	0	0	8	24 100
Habitation unifamiliale Single family dwelling	Nouvelle - New	0	0	1	175 000	3	805 000	1	165 000	0	0	5	1 145 000
	Renovation	9	373 500	47	907 600	13	96 000	30	216 000	14	184 100	113	1 777 200
Habitation bifamiliale Double family dwelling	Nouvelle - New	0	0	0	0	0	0	0	0	0	0	0	0
	Renovation	0	0	2	9 000	0	0	0	0	0	0	2	9 000
Habitation multifamiliale Multi family dwelling	Nouvelle - New	0	0	5	2 040 000	0	0	2	700 000	0	0	7	2 740 000
	Renovation	0	0	0	0	1	8 000	0	0	0	0	1	8 000
Chalet d'été Summer cottage	Nouvelle - New	0	0	1	2 500	1	3 500	0	0	0	0	2	6 000
	Renovation	0	0	8	51 100	0	0	0	0	0	0	8	51 100
Bâtiment commercial Commercial building	Nouvelle - New	0	0	0	0	0	0	0	0	0	0	0	0
	Renovation	6	4 600	10	909 800	1	1 000	1	5 400	0	0	18	920 800
Bâtiment institutionnel Institutional building	Nouvelle - New	0	0	1	25 000	0	0	0	0	0	0	1	25 000
	Renovation	2	200 000	1	824 000	3	126 500	1	6 000	0	0	7	1 156 500
Bâtiment industriel Industrial building	Nouvelle - New	1	1 000 000	0	0	0	0	0	0	0	0	1	1 000 000
	Renovation	0	0	0	0	1	80 000	0	0	0	0	1	80 000
Bâtiment accessoire Accessory building	Nouvelle - New	6	61 000	39	310 600	11	176 000	10	85 800	10	154 500	76	787 900
	Renovation	1	1 000	8	34 700	1	25 000	4	17 800	4	8 300	18	86 800
Divers Various	Nouvelle - New	1	3 000	2	1 600	0	0	1	1 400	0	0	4	6 000
	Renovation	1	500	1	12 000	0	0	0	0	0	0	2	12 500
<b>TOTAL</b>		<b>28</b>	<b>1 645 400</b>	<b>131</b>	<b>5 324 200</b>	<b>35</b>	<b>1 321 000</b>	<b>52</b>	<b>1 198 400</b>	<b>31</b>	<b>346 900</b>	<b>274</b>	<b>9 938 900</b>

Tableau A (page 2)

Table A

										Total paroisse		GRAND TOTAL	
		Bathurst		Beresford		Allardville		New Bandon		Total parish			
		no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)
Maison mobile Mobile home	Nouvelle - New	2	125 000	5	303 000	1	55 000	0	0	8	483 000	8	483 000
	Renovation	3	13 100	5	39 500	1	100	1	10 000	10	62 700	18	86 800
Habitation unifamiliale Single family dwelling	Nouvelle - New	6	980 000	8	1 195 000	1	175 000	1	166 000	16	2 516 000	21	3 661 000
	Renovation	39	437 240	55	558 800	18	155 200	7	163 000	119	1 314 240	232	3 091 440
Habitation bifamiliale Double family dwelling	Nouvelle - New	1	165 000	0	0	0	0	0	0	1	165 000	1	165 000
	Renovation	0	0	0	0	0	0	0	0	0	0	2	9 000
Habitation multifamiliale Multi family dwelling	Nouvelle - New	0	0	1	400 000	0	0	0	0	1	400 000	8	3 140 000
	Renovation	0	0	1	5 000	0	0	0	0	1	5 000	2	13 000
Chalet d'été Summer cottage	Nouvelle - New	0	0	4	50 500	0	0	1	10 000	5	60 500	7	66 500
	Renovation	2	20 000	1	1 500	0	0	3	63 000	6	84 500	14	135 600
Bâtiment commercial Commercial building	Nouvelle - New	0	0	2	62 000	0	0	0	0	2	62 000	2	62 000
	Renovation	1	75 000	3	38 800	2	27 000	1	500	7	141 300	25	1 062 100
Bâtiment institutionnel Institutional building	Nouvelle - New	0	0	0	0	0	0	0	0	0	0	1	25 000
	Renovation	3	262 500	1	1 500	5	164 200	2	25 500	11	453 700	18	1 610 200
Bâtiment industriel Industrial building	Nouvelle - New	0	0	0	0	0	0	0	0	0	0	1	1 000 000
	Renovation	0	0	1	15 000	0	0	0	0	1	15 000	2	95 000
Bâtiment accessoire Accessory building	Nouvelle - New	31	548 500	47	933 450	7	55 500	6	111 000	91	1 648 450	167	2 436 350
	Renovation	4	58 280	6	29 000	2	40 000	3	421 500	15	548 780	33	635 580
Divers Various	Nouvelle - New	0	0	0	0	0	0	1	7 000	1	7 000	5	13 000
	Renovation	0	0	0	0	1	5 800	0	0	1	5 800	3	18 300
<b>TOTAL</b>		92	2 684 620	140	3 633 050	38	677 800	26	977 500	296	7 972 970	570	17 808 870



**Tableau B – Table B**

<b>RAPPORT DES LOTISSEMENTS - SUMMARY OF SUBDIVISION APPROVALS</b>					
	<b>2016</b>			<b>DEPUIS / SINCE 2007</b>	
	<b>PROJETS/ PROJECTS</b>	<b>LOTS</b>	<b>PARCELLES/ PARCELS</b>	<b>PROJETS/ PROJECTS</b>	<b>LOTS</b>
<b><u>MUNICIPAL</u></b>					
Belledune	3	3	0	34	37
Beresford	5	3	3	77	131
Nigadoo	1	2	0	26	31
Petit-Rocher	0	0	0	37	39
Pointe-Verte	2	3	1	13	11
<b>TOTAL MUNICIPAL</b>	<b>11</b>	<b>11</b>	<b>4</b>	<b>187</b>	<b>249</b>
<b><u>PAROISSES / PARISHES</u></b>					
Bathurst	7	8	0	81	106
Beresford	12	13	3	148	180
Durham	0	0	0	14	15
Allardville	1	1	0	52	45
New Bandon	2	2	3	26	24
<b>TOTAL PAROISSES / PARISHES</b>	<b>22</b>	<b>24</b>	<b>6</b>	<b>321</b>	<b>373</b>
<b>TOTAL DISTRICT</b>	<b>33</b>	<b>35</b>	<b>10</b>	<b>508</b>	<b>626</b>

**Tableau C – Table C**

**DÉCISIONS DU CCRU ET DE L'AGENT D'AMÉNAGEMENT EN 2016  
RPAC AND DEVELOPMENT OFFICER DECISIONS IN 2016**

<b>AVIS / VIEWS</b>	<b>MUNICIPALITÉS - MUNICIPALITIES</b>					<b>PAROISSES - PARISHES</b>					<b>TOTAL</b>
	Beresford	Nigadoo	Petit-Rocher	Pointe-Verte	Belledune	Bathurst	Beresford	Durham	Allardville	New Bandon	
Plan municipaux, Zonages / Municipal Plan, Zonings	1	1	0	1	0	2	0	0	0	0	5
<b>APPROBATIONS / APPROVALS</b>											
Dérogations (marges de recul, etc) / Variances (set backs etc)	8	5	3	1	0	6	1	0	0	0	24
Pouvoir en matière d'usage non conforme/ Power re. Non conforming uses	0	0	0	0	0	0	0	0	0	0	0
Fins particulières / Particular purposes	0	0	0	0	0	0	0	0	0	0	0
Dérogation à titre d'usages similaires et compatible /Variance as a similar or compatible uses	0	0	0	0	0	0	0	0	0	0	0
Permis temporaires / Temporary Building Permits	1	0	0	0	0	0	0	0	0	0	1
<b>LOTISSEMENTS / SUBDIVISIONS</b>											
Emplacements et noms de rues / Street locations and names	0	1	0	1	0	0	0	0	0	0	2
Lots sur accès privés / Lots on private accesses	0	1	0	0	0	4	4	0	0	1	10
Dérogations (dimensions des lots) / Variances (lots dimensions)	0	0	0	0	0	1	0	0	0	0	1
<b>TOTAL</b>	10	8	3	3	0	13	5	0	0	1	43

**CHALEUR REGIONAL SERVICES COMMISSION**

**CONSOLIDATED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED  
DECEMBER 31, 2016**

Please sign and return to  
**ALLEN, PAQUET & ARSENEAU LLP**



**Allen, Paquet & Arseneau LLP**  
CHARTERED PROFESSIONAL ACCOUNTANTS • COMPTABLES PROFESSIONNELS AGRÉÉS

CHALEUR REGIONAL SERVICES COMMISSION

Index

to the consolidated financial statements

For the year ended December 31, 2016

	<u>Page</u>
Management's responsibility for the consolidated financial statements	1.
Independent auditors' report	2.
Consolidated statement of operations	3.
Consolidated statement of financial position	4.
Consolidated statement of changes in net debt	5.
Consolidated statement of cash flow	6.
Notes to the consolidated financial statements	7 - 25.



Chaleur Regional Services Commission  
Consolidated financial statements  
Year ended December 31, 2016

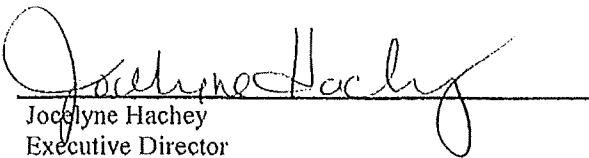
### **Management's responsibility for the consolidated financial statements**

The accompanying consolidated financial statements of the Chaleur Regional Services Commission (the "Commission") are the responsibility of the Commission's management and have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards as described in Note 2 to the consolidated financial statements. The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Commission's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

The general manager and board members meet with management to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by Allen, Paquet & Arseneau, LLP, independent external auditors appointed by the Commission. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Commission's consolidated financial statements.

  
Jocelyne Hachey  
Executive Director



## Allen, Paquet & Arseneau LLP

Your business partner of choice  
Votre partenaire d'affaires par excellence

625, ave St. Peter Ave  
Bathurst, NB  
E2A 4Z6  
Tel: 506 546-1460  
Fax: 506 546-9950  
Info.Bathurst@apallp.com  
www.apallp.com

2.

### INDEPENDENT AUDITORS' REPORT

To the general manager  
and members of the board of the Chaleur Regional Services Commission

#### *Report on the consolidated financial statements*

We have audited the accompanying consolidated financial statements of the Chaleur Regional Services Commission, which comprise the consolidated statement of financial position as at December 31, 2016, and the consolidated statements of operations, changes in net debt and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### *Management's responsibility for the consolidated financial statements*

The Commission is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian generally accepted accounting principles and for such internal control as the Commission determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

#### *Auditors' responsibility*

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal controls. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Commission, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### *Opinion*

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the Chaleur Regional Services Commission as at December 31, 2016 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles as outlined in the Public Sector Accounting (PSA) Handbook.

Bathurst, NB

May 17, 2017

*Allen, Paquet & Arseneau LLP*  
Chartered professional accountants

207, rue Roseberry St.  
Campbellton, NB

625, ave St. Peter Ave  
Bathurst, NB



CHARTERED  
PROFESSIONAL  
ACCOUNTANTS  
NEW BRUNSWICK

COMPTABLES  
PROFESSIONNELS  
ARRÊTÉS  
NOUVEAU BRUNSWICK

829-1 King George Highway  
Miramichi, NB

356, rue Canada Street  
St-Quentin, NB

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Consolidated statement of operations

For the year ended December 31

---

	(Unaudited) Budget <u>Note 23</u>	2016 <u>Actual</u>	2015 <u>Actual</u>
<b>REVENUE</b>			
Sale of services	\$ 3,836,500	\$ 4,086,439	\$ 3,610,861
Member fees	1,608,031	1,743,565	1,551,950
Other	59,000	58,725	44,863
Interest	2,000	143,941	137,312
Gain on sale of tangible capital assets	-	-	133,639
	<hr/>	<hr/>	<hr/>
	5,505,531	6,032,670	5,478,625
	<hr/>	<hr/>	<hr/>
<b>EXPENDITURES</b>			
Administration	919,234	825,416	695,835
Financial services	22,900	144,471	147,904
Governance	38,300	30,597	40,171
Planning and building inspection services	430,714	413,706	391,980
Post-closing costs	362,940	478,340	399,809
Solid waste services	3,521,417	3,538,063	3,495,050
	<hr/>	<hr/>	<hr/>
	5,295,505	5,430,593	5,170,749
	<hr/>	<hr/>	<hr/>
<b>ANNUAL SURPLUS (Note 20)</b>	210,026	602,077	307,876
<b>ACCUMULATED SURPLUS, beginning of year</b>		9,621,701	9,313,825
	<hr/>	<hr/>	<hr/>
<b>ACCUMULATED SURPLUS, end of year</b>		\$ 10,223,778	\$ 9,621,701

---

**CHALEUR REGIONAL SERVICES COMMISSION****Consolidated statement of financial position****As at December 31**

	2016	2015
<b>FINANCIAL ASSETS</b>		
Cash (Note 3)	\$ 1,052,920	\$ 1,267,900
Investments (Note 4)	754,161	625,974
Accounts receivable	638,452	633,092
Receivable from government agencies (Note 5)	446,115	577,654
Post employment benefits receivable (Note 12)	67,100	44,500
Assets for education and communication plan (Note 6)	264,380	281,753
Funds held in trust (Note 7)	67,380	66,714
Assets for site closure and post-closure care (Note 8)	4,651,030	4,213,521
	<b>7,941,538</b>	<b>7,711,108</b>
<b>LIABILITIES</b>		
Bank loan (Note 9)	638,111	-
Accounts payable and accrued liabilities	791,167	372,113
Long term debt (Note 10)	4,012,000	4,429,000
Accrued sick leave (Note 11)	149,400	136,500
Deferred revenue (Note 13)	162,629	180,413
Funds held in trust (Note 7)	67,380	66,714
Site closure and post-closure liability (Note 14)	4,630,088	4,198,313
	<b>10,450,775</b>	<b>9,383,053</b>
<b>NET DEBT (Page 5)</b>	<b>( 2,509,237)</b>	<b>( 1,671,945)</b>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets (Note 19)	31,339,551	28,779,436
Accumulated amortization	( 18,606,536)	( 17,485,790)
	<b>12,733,015</b>	<b>11,293,646</b>
<b>ACCUMULATED SURPLUS</b>	<b>\$ 10,223,778</b>	<b>\$ 9,621,701</b>

Approved by

 Administrator Administrator



---

**CHALEUR REGIONAL SERVICES COMMISSION****Consolidated statement of changes in net debt****For the year ended December 31**

	2016	2015
Annual surplus	\$ 602,077	\$ 307,876
Acquisition of tangible capital assets	( 2,560,115)	( 903,437)
Proceeds on disposal of tangible capital assets	-	133,639
Amortization of tangible capital assets	1,120,746	1,310,009
Gain on sale of tangible capital assets	-	( 133,639)
	( 837,292)	714,448
Use of inventories	-	281,654
Use of prepaid expenses	-	9,475
	-	291,129
<b>DECREASE (INCREASE) IN NET DEBT</b>	<b>( 837,292)</b>	<b>1,005,577</b>
<b>NET DEBT, beginning of year</b>	<b>( 1,671,945)</b>	<b>( 2,677,522)</b>
<b>NET DEBT, end of year</b>	<b>\$( 2,509,237)</b>	<b>\$( 1,671,945)</b>

---

---

**CHALEUR REGIONAL SERVICES COMMISSION****Consolidated statement of cash flow****For the year ended December 31****2016****2015**

---

**OPERATING TRANSACTIONS**

Annual surplus	\$ 602,077	\$ 307,876
Gain on disposal of tangible capital assets	-	( 133,639)
Amortization of tangible capital assets	1,120,746	1,310,009
Accounts receivable	( 5,360)	( 124,984)
Receivable from government agencies	131,539	( 9,289)
Inventory	-	281,654
Prepaid expenses	-	9,475
Accounts payable and accrued liabilities	419,054	( 385,708)
Change in deferred revenue	( 17,784)	3,884
Accrued sick leave	12,900	( 163,676)
Post employment benefits payable	( 22,600)	( 76,400)
	<u>2,240,572</u>	<u>1,019,202</u>

**CAPITAL TRANSACTIONS**

Acquisition of tangible capital assets	( 2,560,115)	( 903,437)
Proceeds on disposal of tangible capital assets	-	133,639
	<u>( 2,560,115)</u>	<u>( 769,798)</u>

**FINANCING TRANSACTIONS**

Bank loan	638,111	-
Site closure and post-closure liability	431,775	396,200
Repayment of long term debt	( 417,000)	( 409,000)
	<u>652,886</u>	<u>( 12,800)</u>

**INVESTING TRANSACTIONS**

Investments	( 128,187)	( 230,179)
Assets for education and communication plan	17,373	( 3,473)
Assets for site closure and post-closure care	( 437,509)	( 413,537)
	<u>( 548,323)</u>	<u>( 647,189)</u>

**NET DECREASE IN CASH AND CASH EQUIVALENTS** ( 214,980) ( 410,585)**CASH AND CASH EQUIVALENTS, beginning of year** 1,267,900 1,678,485**CASH AND CASH EQUIVALENTS, end of year** \$ 1,052,920 \$ 1,267,900

---

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2016

---

**1. PURPOSE OF THE ORGANIZATION**

Chaleur Regional Services Commission was formed on January 1, 2013, resulting from a process of reform of local governance. The Commission's role is to ensure or improve the delivery of services required for different locations, facilitate service agreements between them and facilitate regional collaboration. Mandatory services offered by RSC are regional planning, local planning in the case of LSD, the management of solid waste, emergency planning measures and the collaboration of police, planning and cost sharing of regional infrastructure for sport, leisure and culture; other services could be added to this list.

In accordance with a Ministerial Order, Sections 41 and 48 of the *Regional Service Delivery Act*, SNB 2012, c.37 effective January 1, 2013, all assets, liabilities, rights, obligations, powers and responsibilities of the Nepisiguit-Chaleur Solid Waste Commission and the Belledune District Planning Commission were transferred to and became the assets, liabilities, rights, obligations, powers and responsibilities of the Chaleur Regional Services Commission.

**2. SIGNIFICANT ACCOUNTING POLICIES**

The consolidated financial statements of the Commission are the representations of management prepared in accordance with Canadian generally accepted accounting principles for local governments, as recommended by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Professional Accountants.

The focus of PSA consolidated financial statements is on the financial position of the Commission and the changes thereto. The Consolidated Statement of Financial Position includes all of the assets and liabilities of the Commission.

Significant aspects of the accounting policies adopted by the Commission are as follows:

**(a) Reporting entity**

The consolidated financial statements reflect the assets, liabilities, revenues, expenditures and changes in net debt and cash flows of the Commission. The Commission is comprised of all organizations and enterprises accountable for the administration of their affairs and resources to the Commission and which are owned or controlled by the Commission.

Interdepartmental and organizational transactions and balances are eliminated.

**(b) Budget**

The budget figures contained in these consolidated financial statements were approved by Council on November 25, 2015.

**(c) Revenue recognition**

Unrestricted revenue is recorded on an accrual basis and is recognized when collection is reasonably assured. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Other revenue is recorded when it is earned.

**(d) Expenditures recognition**

Expenditures are recorded on an accrual basis. Outstanding commitments for goods and services relating to the current year are accrued at the balance sheet date.

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2016

---

**2. SIGNIFICANT ACCOUNTING POLICIES (continued)****(e) Deferred revenue**

Deferred revenue represents funds received for specific purposes for which the related expenditures have not yet been incurred.

**(f) Use of estimates**

The preparation of the consolidated financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amount of revenues and expenses during the reporting period. These estimates are reviewed periodically, and as adjustments become necessary, they are reported in earnings in the period in which they become known. Actual results may differ from those estimates.

**(g) Financial instruments**

The Commission's financial instruments consist of cash, short-term investments, accounts receivable, receivable from Government Agencies, payables and accruals and long-term debt. Unless otherwise noted, it is management's opinion that the Commission is not exposed to significant interest, currency or credit risk arising from these financial instruments. The fair value of these financial instruments approximates their carrying values, unless otherwise noted.

The Commission is subject to credit risk through accounts receivable. The Commission minimizes credit risk through ongoing credit management.

**(h) Cash and cash equivalents**

Cash and cash equivalents include cash on hand, balances with banks and short term deposits with original maturities of three months or less.

**(i) Tangible capital assets**

Effective January 1, 2011, the Commission adopted the provisions of PSA section 3150 Tangible Capital Assets. Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost of the tangible capital asset is amortized on a straight line basis over the estimated useful life as follows:

	<u>Years</u>
Land	N/A
Land improvements	20 - 30 years
Facilities	20 - 47 years
Roads	20 - 47 years
Machinery and equipment	5 - 47 years
Fleet	5 - 20 years
Computer hardware, software and communication equipment	2.5 years
Waste management:	
Landfill cells	2.5 years
Leachate collection system	20 - 43 years
Treatment process	20 - 47 years

**2. SIGNIFICANT ACCOUNTING POLICIES (continued)**

**(i) Tangible capital assets (continued)**

Assets under construction are not amortized until the asset is available for productive use.

The Commission has a capitalization threshold of \$5,000. Any item purchased under this threshold is recorded as an expense in the year the item is acquired. An exception is groups of assets of a similar nature.

All grants, donations from subdivision developers and other third party contributions are recorded as income in the year the expenditure for the capital asset is incurred. The full cost of the asset is capitalized during the year the asset is substantially complete and put into use.

No amortization is calculated on the acquisitions of the current year.

**(j) Segmented information**

The Commission provides a wide range of services to its residents. For management reporting purposes, the Commission's operations and activities are organized and reported by function. This presentation was created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations. Services are provided by departments as follows:

General services

This department is responsible for the overall governance and financial administration of the Commission. This includes council functions, general and financial management, legal matters and compliance with legislation as well as civic relations.

Environmental development services

This department is responsible for planning and zoning, community development, tourism and other development and promotion services.

Solid waste management services

This department is responsible for the provision of waste collection and disposal.

**(k) Post employment benefits**

The Commission recognizes its obligations under post employment benefit plans and the related costs, net of the plan assets. The Commission has a sick leave benefit as documented in Note 11 and a pension plan as documented in Note 12.

**3. CASH**

	2016	2015
Cash (restricted)	\$ 2,438	\$ 2,462
Cash (unrestricted)	1,050,482	1,265,438
	<b>\$ 1,052,920</b>	<b>\$ 1,267,900</b>

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2016

---

**4. INVESTMENTS**

	2016	2015
Term deposit, 1.85%, maturing on November 15, 2018	\$ 349,012	\$ 224,852
Term deposit, 0.96%, maturing on November 16, 2017	5,265	5,213
Term deposit, 1.00%, maturing on June 6, 2017	33,067	32,724
Term deposit, 0.95%, maturing on July 14, 2017	366,817	363,185
	<hr/> \$ 754,161	<hr/> \$ 625,974

**5. RECEIVABLE FROM GOVERNMENT AGENCIES**

	2016	2015
Canada revenue agency (HST refund)	\$ 189,614	\$ 137,873
Province of New Brunswick - Recycling bins	256,501	439,781
	<hr/> \$ 446,115	<hr/> \$ 577,654

**6. ASSETS FOR EDUCATION AND COMMUNICATION PLAN**

	2016	2015
Cash and term deposits	\$ 260,050	\$ 276,754
Accrued interest receivable	4,330	4,999
	<hr/> \$ 264,380	<hr/> \$ 281,753

As required by the Department of the Environment and in compliance with the May 10, 1995 Solid Waste Agreement entered into by the Commission, the Restigouche Solid Waste Corporation, the Commission de gestion des déchets solides de la Péninsule acadienne and the Northumberland Solid Waste Commission, the above amounts are restricted for the purpose of jointly establishing an education and communication plan. The Commission must obtain written authorization from the Minister of the Environment before disbursing any of the funds.

The term deposits bear interest at rates varying from 0.85% to 1.10% and mature in 2017.

These externally restricted inflows are reported as deferred revenue and are recognized as revenue in the period the resources are used for the purpose specified above.

During the current year, \$20,000 in expenditures were incurred for the establishment of an education and communication plan.

**7. FUNDS HELD IN TRUST**

The Commission has entered into an agreement with Elmtree Environmental Ltd. for the operation of a hydrocarbon soil bio-remediation facility. According to this agreement, Elmtree Environmental Ltd. must create a special environmental reserve fund which is to be held in trust by the Commission. The funds held in trust represent the balance of the special environmental reserve fund as of December 31, 2016.

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2016

---

**8. ASSETS FOR SITE CLOSURE AND POST-CLOSURE CARE**

	2016	2015
Cash and term deposits	\$ 4,635,627	\$ 4,198,713
Accrued interest receivable	15,403	14,808
	<u>\$ 4,651,030</u>	<u>\$ 4,213,521</u>

The assets for site closure and post-closure care exceeds the site closure and post-closure liabilities by \$20,942 (\$15,208 in 2015). This excess represents the current year's excess of revenue over expenses and will be eliminated by reducing the transfer of funds in 2017.

The term deposits bear interest at rates varying from 1.85% to 3.00% and mature in 2018.

**9. BANK LOAN**

	2016	2015
Line of credit	\$ 638,111	\$ -

The Commission has an authorized line of credit at prime +2.70% of \$700,000 for the Operating Fund which is unused at December 31, 2016 (Nil in 2015).

The Commission had an authorized line of credit at prime +2.70% of \$2,653,000 for its Capital Fund which \$2,014,889 is unused at December 31, 2016 (Nil in 2015).

**10. LONG-TERM DEBT**

	2016	2015
2006 - New Brunswick Municipal Finance Corporation, debentures, variable interest rate from 4.30% to 4.45%, principal payable annually and interest semi annually, matured during the year. O.I.C. # AV 60-2006	\$ -	\$ 30,000
2010 - New Brunswick Municipal Finance Corporation, debentures, variable interest rate from 1.50% to 3.85%, principal payable annually and interest semi annually, maturing in 2020, renewable to the year 2030. O.I.C. # BD 52-2010	482,000	517,000
2011 - New Brunswick Municipal Finance Corporation, debentures, variable interest rate from 1.35% to 3.45%, principal payable annually and interest semi annually, maturing in 2021, renewable to the year 2031. O.I.C. # BF 47-2011	225,000	237,000
Carried forward	\$ 707,000	\$ 784,000

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2016

---

**10. LONG-TERM DEBT (continued)**

	2016	2015
Carried forward	\$ 707,000	\$ 784,000
2012 - New Brunswick Municipal Finance Corporation, debentures, variable interest rate from 1.35% to 3.80%, principal payable annually and interest semi annually, maturing in 2032. O.I.C. # BH 48-2012	712,000	761,000
2013 - New Brunswick Municipal Finance Corporation, debentures, variable interest rate from 1.25% to 3.70%, principal payable annually and interest semi annually, maturing in 2023. O.I.C. # BJ 47-2013	521,000	588,000
2014 - New Brunswick Municipal Finance Corporation, debentures, variable interest rate from 1.20% to 3.70%, principal payable annually and interest semi annually, maturing in 2034. O.I.C. # BL 48-2014	2,072,000	2,296,000
	<b>\$ 4,012,000</b>	<b>\$ 4,429,000</b>

Principal payments of long term debt are due as follows:

2017	\$ 395,000
2018	401,000
2019	409,000
2020	656,000
2021	452,000
Subsequent years	1,699,000
	<b>\$ 4,012,000</b>

Approval of the Municipal Capital Borrowing Board has been obtained for the above long term debt.

**11. ACCRUED SICK LEAVE**

The Commission provides sick leave that accumulates at a rate of 1.5 days per month for all full-time employees. Employees can accumulate a maximum of 240 days. All employees can take a leave with pay for an amount of time equal to the accumulated sick leave to a maximum of 6 months (120 working days).

Upon retirement, after the employee reaches age 55 and had at least 15 years of service, the employer will pay the employee a benefit equivalent to their accumulated sick days up to a maximum of 120 days, at the then current rate of pay.

An actuarial valuation was performed on the employees plan in accordance with PSA 3255. The actuarial method used was the projected unit credit pro-rated on service to the date of retirement. The valuation was based on a number of assumptions about future events, such as interest rates, wage and salary increases and employee turnover and retirement. The assumptions used reflect the Commission's best estimates.



---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2016

---

**11. ACCRUED SICK LEAVE (continued)**

The major assumptions in the valuation are:

- annual salary increase of 3%
- the discount rate used to determine the accrued benefit obligation is 3.48%;
- the proportion of earned sick days used each year is 9.9 days for the planning services and 6.1 days for the solid waste management services per employee per year;
- no terminations, deaths or disabilities were assumed to occur prior to retirement; and
- retirement age is 60, or one year after the valuation date if age 60 or over.

The sick leave is an unfunded benefit. As such, there are no applicable assets. Benefits are paid out of general revenue as they come due. The unfunded liability was \$149,400 on December 31, 2016 (\$136,500 on December 31, 2015).

**12. POST EMPLOYMENT BENEFITS RECEIVABLE**

Pension benefits are provided to the Commission's employees under the NB MEPP. Employees make contributions equal to approximately 7.60% of their salary and the Commission contributes an amount equal to employee contribution amounts.

The Commission contributed an estimated amount of \$105,600 in 2016 (\$102,500 in 2015). Total benefit payments to retirees during 2016 were estimated to have been NIL (2015 was \$53,000).

Actuarial valuations for accounting purposes are performed every three years using the benefit accrual method. The most recent actuarial valuation was prepared on June 29, 2016, and at that time the pension plan had an accrued benefit obligation of \$1,533,900. The Commission was in a net funded position as follows for the year ended December 31, 2016:

	<u>Estimated 2016</u>
Fair market value of plan assets	\$ 1,652,100
Accrued benefit obligation	1,793,600
Funded status	(141,500)
Unamortized actuarial gains	208,600
Accounting pension assets	<u>\$ 67,100</u>

The actuarial valuation was based on a number of assumptions about future events, such as inflation rates, interest rates, wage and salary increases and employee turnover and mortality. The assumptions used reflect the Commission's best estimates.

The following summarizes the major assumptions in the valuation:

- annual salary increase of 3%
- the expected inflation rate is 2.25%;
- the discount rate used to determine the accrued benefit obligation is 5.85%;
- the expected rate of return is 5.85%;
- retirement age is 70% at earliest retirement age, without reduction, and remainder at age 65.

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2016

---

**12. POST EMPLOYMENT BENEFITS PAYABLE (continued)**

	Estimated 2016	
Employer current service cost	\$	59,500
Interest on accrued benefit obligation		94,600
Expected return on assets		(85,500)
Experience loss		16,100
<hr/>		
Pension expense	\$	84,700

**13. DEFERRED REVENUE**

	2016		2015	
Education and communication plan	\$	144,630	\$	162,003
Funds restricted for translation purposes		17,999		17,999
Recycling		-		411
<hr/>				
	\$	162,629	\$	180,413

**14. SITE CLOSURE AND POST-CLOSURE LIABILITY**

The Commission is responsible for the continued monitoring and treatment of the site following its closure.

The accrued liability for post-closing costs has been determined based on estimated post-closing costs of \$31,539,931 (\$31,539,931 in 2015), in future dollars required by the end of December 31, 2039 to fund post closure expenses.

Post-closing costs are discounted at a rate of 5.5% for a present value of \$9,205,644 (\$8,725,729 in 2015).

At December 31, 2016, the remaining capacity of the landfill had been estimated at 4,025,848 metric tonnes of which approximately 2,001,000 metric tonnes remains unused as at December 31, 2016 (2,088,000 in 2015).

At December 31, 2016, the estimated post closure liability is \$4,630,088 (\$4,198,313 in 2015) of which the Commission has funded with term deposits with market value of \$4,651,030 (\$4,213,521 in 2015) which mature on November 15, 2018, for a surplus of \$20,942 (surplus of \$15,208 in 2015).

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2016

---

**14. SITE CLOSURE AND POST-CLOSURE LIABILITY (continued)**

Details of significant terms and conditions, exposure to interest rate and credit risk on bonds and term deposits are as follows:

	Interest receivable basis	2016 Effective rate	2015 Effective rate
Term deposit	at maturity	3.00%	3.00%

The maximum exposure to credit risk would be the fair value as indicated above.

In 2009, an independent study was performed to re-evaluate the site capacity, the site's remaining life and the estimated total expenditure for site closure and post-closure care. The site closure and post-closure liability was adjusted based on the information provided by this study.

**15. REPORTING TO THE PROVINCE OF NEW BRUNSWICK**

The Commission complies with PSAB accounting standards. The Commission is also required to comply with the Municipal Financial Reporting Manual prescribed by the Province of New Brunswick. Differences in accounting policies include the methodology for accounting for Tangible Capital Assets, and government transfers. PSAB also requires full consolidation of funds.

**16. SHORT TERM BORROWINGS COMPLIANCE****Operating borrowing**

As prescribed in the *Regional Service Delivery Act*, borrowing to finance operating expenses is limited to 5% of the amount budgeted for that service. With respect to a solid waste management service, the Commission shall not borrow for operating expenses for more than 25% of the amount budgeted for that service. In 2016, the Commission has complied with these restrictions.

**Inter-fund borrowing**

The Municipal Financial Reporting Manual requires the short-term inter-fund borrowings to be repaid in the next year unless the borrowing is for a capital project. The amounts payable between funds are in compliance with the requirements.

**17. COMPARATIVE FIGURES**

The financial statements have been reclassified, where applicable, to conform to the presentation used in the current year. The changes do not affect prior year earnings.

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2016

---

**18. RECONCILIATION OF ANNUAL SURPLUS BY FUND ACCOUNTING**

	2016
Net debt (Page 4)	\$( 2,509,237)
Add:	
Long term debt	4,012,000
Short term assets	1,502,763
Less:	
Prior year annual surplus:	
- Co-operative planning	24,670
- Development and planning	2,219
- Solid waste management	251,534
Net current liability in capital funds	( 896,609)
Reserve fund	2,078,467
	1,460,281
<b>Operating surplus</b>	<b>\$ 42,482</b>
Current year annual surplus:	
- Co-operative planning	\$ 26,751
- Development and planning	9,378
- Solid waste management	6,353
	\$ 42,482

**CHALEUR REGIONAL SERVICES COMMISSION**  
Notes to the consolidated financial statements  
For the year ended December 31, 2016

**19. SCHEDULE OF TANGIBLE CAPITAL ASSETS**

COST	Land	Facilities	Fleet	Land improvements	Computer	Machinery and equipment	Transportation	Waste management	2016 Total	2015 Total
	Balance, beginning of year	\$ 159,089	\$ 2,386,037	\$ 264,156	\$ 605,633	\$ 38,646	\$ 2,485,041	\$ 4,071,599	\$ 18,769,235	\$ 28,779,436
Add: Net additions during the year	-	236,621	-	11,570	5,001	20,717	127,330	2,158,676	2,560,115	903,437
Less: Disposals during the year	-	-	-	-	-	-	-	-	-	(1,075,731)
<b>BALANCE, END OF YEAR</b>	<b>159,089</b>	<b>2,622,658</b>	<b>264,156</b>	<b>617,203</b>	<b>43,647</b>	<b>2,505,758</b>	<b>4,199,129</b>	<b>20,927,911</b>	<b>31,339,551</b>	<b>28,779,436</b>
<b>ACCUMULATED AMORTIZATION</b>										
Balance, beginning of year	-	520,661	200,576	81,779	25,950	587,203	1,263,868	14,805,752	17,485,789	17,251,512
Add: Amortization during the year	-	67,240	17,725	27,331	5,078	196,750	133,866	672,757	1,120,747	1,310,009
Less: Accumulated amortization on disposals	-	-	-	-	-	-	-	-	-	(1,075,731)
<b>BALANCE, END OF YEAR</b>	<b>-</b>	<b>587,901</b>	<b>218,301</b>	<b>109,110</b>	<b>31,028</b>	<b>783,953</b>	<b>1,397,734</b>	<b>15,478,509</b>	<b>18,606,536</b>	<b>17,485,790</b>
<b>NET BOOK VALUE OF CAPITAL ASSETS</b>	<b>\$ 159,089</b>	<b>\$ 2,034,757</b>	<b>\$ 45,855</b>	<b>\$ 508,093</b>	<b>\$ 12,619</b>	<b>\$ 1,721,805</b>	<b>\$ 2,801,395</b>	<b>\$ 5,449,402</b>	<b>\$ 12,733,015</b>	<b>\$ 11,293,646</b>

**CHALEUR REGIONAL SERVICES COMMISSION**  
Notes to the consolidated financial statements  
For the year ended December 31, 2016

**20. RECONCILIATION OF ANNUAL SURPLUS (DEFICIT)**

	Co-operative planning		Operating fund		General reserve fund		2016 Total
	Development and planning	Solid waste management	Capital	Operating	Capital	Total	
<b>2016 ANNUAL SURPLUS (DEFICIT) PER PSAB</b>	\$ (152,973)	\$ 24,600	\$ 1,886,098	\$ (1,120,746)	\$ (38,528)	\$ 3,626	\$ 602,077
Second previous year's surplus							
Second previous year's surplus - 2013 carried forward	34,933	20,985	2,657	-	-	-	58,575
Transfer between funds:	-	-	15,782	-	-	-	15,782
- General operating fund to capital fund	-	-	(280,000)	-	-	-	-
- General operating fund to capital reserve fund	-	-	(1,070,000)	-	1,070,000	-	-
Long term debt principal repayment	-	-	(417,000)	-	-	-	-
Allocation to corporate services	146,373	(31,913)	(114,460)	-	-	-	-
Amortization expense	-	-	-	-	-	-	-
Change in amount recorded under PSA for defined benefit liability	(1,582)	(4,294)	(16,724)	-	-	-	1,120,746
Total adjustments to 2016 annual surplus (deficit)	\$ 179,724	\$ (15,222)	\$ (1,879,745)	\$ 1,817,746	\$ -	\$ 1,070,000	\$ 1,172,503
<b>2016 ANNUAL FUND SURPLUS (DEFICIT) FOR FUNDING PURPOSES</b>	\$ 26,751	\$ 9,378	\$ 6,353	\$ 697,000	\$ (38,528)	\$ 1,073,626	\$ 1,774,580

**CHALEUR REGIONAL SERVICES COMMISSION**  
Notes to the consolidated financial statements  
For the year ended December 31, 2016

**21. SCHEDULE OF SEGMENT DISCLOSURE**

	General services	Environmental development services	Solid waste management services	2016 Total	2015 Total
<b>REVENUE</b>					
Sale of services	\$ -	\$ -	\$ 4,086,438	\$ 4,086,438	\$ 3,610,861
Member fees	143,610	513,793	1,086,162	1,743,565	1,551,950
Other	-	3,642	55,083	58,725	44,863
Interest	-	-	143,941	143,941	137,312
Gain on sale of tangible capital assets	-	-	-	-	133,639
	143,610	517,435	5,371,624	6,032,669	5,478,625
<b>EXPENDITURES</b>					
Salaries and benefits	138,421	401,203	1,389,736	1,929,360	1,738,675
Goods and services	158,162	87,447	1,507,921	1,753,530	1,568,873
Amortization	-	-	1,120,746	1,120,746	1,310,009
Interest	-	-	128,126	128,126	133,394
Other	-	4,185	494,645	498,830	419,798
	296,583	492,835	4,641,174	5,430,592	5,170,749
<b>SURPLUS (DEFICIT) FOR THE YEAR</b>	<b>\$ ( 152,973)</b>	<b>\$ 24,600</b>	<b>\$ 730,450</b>	<b>\$ 602,077</b>	<b>\$ 307,876</b>

**CHALEUR REGIONAL SERVICES COMMISSION**  
 Notes to the consolidated financial statements  
 For the year ended December 31, 2016

**22. STATEMENT OF RESERVES**

	Development and planning General reserve fund		Solid waste management General reserve fund		Total 2016	Total 2015
	Operating	Capital	Operating	Capital		
<b>ASSETS</b>						
Cash	\$ -	\$ -	\$ 2,438	\$ -	\$ 2,438	\$ 2,462
Term deposits	-	-	349,012	366,817	715,829	588,038
Accrued interest receivable	-	-	-	1,788	1,788	1,795
Receivable from general operating fund	15,000	10,000	973,912	359,500	1,338,412	451,076
<b>ACCUMULATED SURPLUS</b>	\$ 15,000	\$ 10,000	\$ 1,325,362	\$ 728,105	\$ 2,078,467	\$ 1,043,369
<b>REVENUE</b>						
Interest	\$ -	\$ -	\$ 4,160	\$ 3,626	\$ 7,786	\$ 11,333
Transfer from general operating fund	-	-	-	1,070,000	1,070,000	329,000
	-	-	4,160	1,073,626	1,077,786	340,333
<b>EXPENDITURES</b>						
Bank charges	-	-	24	-	24	48
Transfer to general operating fund	-	-	42,664	-	42,664	100,872
	-	-	42,688	-	42,688	100,920
<b>ANNUAL SURPLUS</b>	\$ -	\$ -	\$ (38,528)	\$ 1,073,626	\$ 1,035,098	\$ 239,413

Name of investment	Principal amount	Interest rate	Maturity
Term deposit	349,012 \$	1.850%	November 15, 2018
Term deposit	366,817 \$	0.950%	June 6, 2017
Cash	2,438 \$	-%	N/A



**CHALEUR REGIONAL SERVICES COMMISSION**  
Notes to the consolidated financial statements  
For the year ended December 31, 2016

**22. STATEMENT OF RESERVES (continued)**

Council motion regarding contribution from general operating fund (Resolution from November 23, 2016):

Moved by Normand Doiron, seconded by Charles Comeau that a contribution of \$120,000 be made from General Operating Fund as approved in the 2016 Solid Waste Operating Budget.

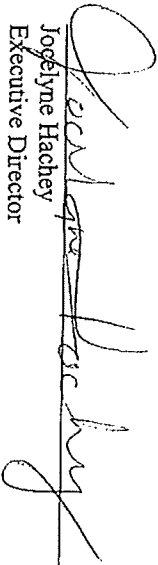
Contribution from general operating fund as per presented on 2016 budget (Adopted on November 25, 2015):

Moved by Donald Gauvin, seconded by Normand Plourde that a contribution of \$950,000 be made from General Operating Fund as approved in the 2016 Solid Waste Operating Budget.

Council motion regarding the contribution to general operating fund (Resolution from April 27, 2016):

Moved by Normand Plourde, seconded by Gilberte Boudreau that \$42,665 be disbursed from the Operating General Reserve Fund in order to realise research and development projects.

I hereby certify that the above resolutions are true and an exact copy of the motion adopted to the said meeting of the :

  
Jocelyne Hachey  
Executive Director  
Chaleur Regional Services Commission

23 Mar 2017  
Date

Seal

**CHALEUR REGIONAL SERVICES COMMISSION**  
 Notes to the consolidated financial statements  
 For the year ended December 31, 2016

**23. OPERATING BUDGET TO PSA BUDGET**

	Co-operative planning	Development and planning	Solid waste management	Amortization	Transfers	Total
<b>REVENUE</b>						
Sale of services	\$ -	\$ -	\$ 3,836,500	\$ -	\$ -	\$ 3,836,500
Member fees	84,139	513,792	1,010,100	-	-	1,608,031
Other revenue	45,139	-	13,861	-	-	59,000
Interest	-	-	2,000	-	-	2,000
Surplus	34,933	23,485	2,657	-	(61,075)	-
Transfer from own funds	156,373	-	55,139	-	(211,512)	-
	320,584	537,277	4,920,257	-	(272,587)	5,505,531
<b>EXPENDITURES</b>						
Administration	227,145	74,250	617,839	-	-	919,234
Governance	38,300	-	-	-	-	38,300
Planning and building inspection services	-	430,714	-	-	-	430,714
Post-closing costs	-	-	362,940	-	-	362,940
Solid waste services	-	-	2,400,671	1,120,746	-	3,521,417
Financial services:						
- Bad debts	-	-	1,000	-	-	1,000
- Interest and bank charges	-	400	21,500	-	-	21,900
- Transfer to internal fund	55,139	31,913	1,516,307	-	(1,603,359)	-
	320,584	537,277	4,920,257	1,120,746	(1,603,359)	5,295,505
<b>SURPLUS (DEFICIT)</b>	\$ -	\$ -	\$ -	\$ (1,120,746)	\$ 1,330,772	\$ 210,026

CHALEUR REGIONAL SERVICES COMMISSION  
Notes to the consolidated financial statements  
For the year ended December 31, 2016

24. REVENUE AND EXPENDITURES SUPPORT

	(Unaudited) 2016 Budget	2016 Actual	2015 Actual
<b>REVENUE</b>			
<u>Sale of services</u>			
Industrial, commercial and institutional tipping fees	\$ 3,055,000	\$ 3,130,810	\$ 2,929,974
Construction and demolition	315,000	346,770	331,412
Recycling materials	466,500	608,859	349,475
	<u>\$ 3,836,500</u>	<u>\$ 4,086,439</u>	<u>\$ 3,610,861</u>
<u>Member fees</u>			
Cooperative and regional planning fees	\$ 84,139	\$ 143,610	\$ 79,796
Local planning and inspection services fees	513,792	513,793	487,184
Tipping fees	1,010,100	1,086,162	984,970
	<u>\$ 1,608,031</u>	<u>\$ 1,743,565</u>	<u>\$ 1,551,950</u>
<u>Other revenue</u>			
Planning and development	\$ 45,139	\$ 3,642	\$ 2,253
Solid waste	13,861	55,083	42,610
	<u>\$ 59,000</u>	<u>\$ 58,725</u>	<u>\$ 44,863</u>

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31

---

**24. REVENUE AND EXPENDITURES SUPPORT (continued)**

	(Unaudited) 2016 Budget	2016 Actual	2015 Actual
<b>EXPENDITURES</b>			
<u>Administration</u>			
<i>Administrative</i>			
Executive director's office	\$ 144,345	\$ 138,421	\$ 126,566
<i>Financial management</i>			
External audit	14,500	14,472	16,381
<i>Other</i>			
Liability insurance	-	2,968	4,685
Professional services	-	1,009	79
Public relations	3,000	2,449	3,376
Office expenses	11,300	10,871	7,533
Translation	15,000	12,939	12,423
Regional EMO	21,000	20,334	20,929
Regional planning	18,000	62,524	2,804
	68,300	113,094	51,829
<i>Local planning</i>			
Professional services	1,000	7,850	6,049
Public relations	12,500	13,709	15,052
Office expenses	60,750	57,530	59,210
	74,250	79,089	80,311
<i>Solid waste</i>			
Administrative	475,286	326,987	278,313
Liability insurance	49,053	58,994	58,836
Professional services	15,000	19,308	4,039
Office expenses	78,500	75,051	79,560
	617,839	480,340	420,748
	\$ 919,234	\$ 825,416	\$ 695,835
<u>Financial services</u>			
Interest and bank fees	\$ 21,900	\$ 16,345	\$ 14,510
Interest on long term debt	-	128,126	133,394
Bad debts	1,000	-	-
	\$ 22,900	\$ 144,471	\$ 147,904

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31

---

**24. REVENUE AND EXPENDITURES SUPPORT (continued)**

	(Unaudited) 2016 Budget	2016 Actual	2015 Actual
<b>EXPENDITURES (continued)</b>			
<u>Governance</u>			
Honorariums	\$ 23,300	\$ 21,841	\$ 24,330
Travel	3,000	2,334	3,757
Meetings	12,000	6,422	12,084
	<hr/>	<hr/>	<hr/>
	\$ 38,300	\$ 30,597	\$ 40,171
<u>Planning and building inspection services</u>			
Personnel	\$ 413,464	\$ 401,203	\$ 379,797
Advertising	250	27	-
Planning advisory committee	15,000	8,332	6,701
Other	2,000	4,144	5,482
	<hr/>	<hr/>	<hr/>
	\$ 430,714	\$ 413,706	\$ 391,980
<u>Solid waste services</u>			
Personnel - generation facility	\$ 1,014,160	\$ 1,062,749	\$ 953,999
Station and building	322,834	372,840	374,776
Machinery and equipment	387,800	338,085	335,642
Landfill operations	537,377	385,772	351,108
Scale house	34,500	61,746	40,891
Waste diversion	89,000	73,612	89,305
Hazardous household waste	15,000	57,542	17,190
Environmental trust fund	-	64,971	22,130
Amortization	1,120,746	1,120,746	1,310,009
	<hr/>	<hr/>	<hr/>
	\$ 3,521,417	\$ 3,538,063	\$ 3,495,050